

**City of Trenton**  
**REGULAR COUNCIL MEETING AGENDA**  
August 5th, 2021 - 7:30 p.m.

**CALL TO ORDER**

**PRAYER**

**ROLL CALL**

**APPROVAL OF MINUTES**

1. Minutes of the July 15th, 2021 Work Session.
2. Minutes of the July 15th, 2021 Council Meeting.

**CORRESPONDENCE**

1. Statement of Cash Position
2. Treasury Investment Report
3. Fund Balance Status Report

**PRESENTATIONS**

1. The Swearing in of the newly appointed Police Chief Patrick Carr.
2. State Representative Thomas Hall.

**AUDIENCE OF PUBLIC**

**UNFINISHED BUSINESS**

1. None.

**PUBLIC HEARINGS**

1. None.



**NEW BUSINESS**

1. A MOTION AUTHORIZING THE CITY MANAGER TO PAY FOR THE EMS AND FIRE ANNUAL SOFTWARE BILLING WHICH INCLUDES CAD INTERFACE, CARDIAC MONITOR INTERFACE, PERSONNEL MANAGEMENT, FIRE INCIDENTS, AND EHR ACCESS, FROM ESO SOLUTIONS INC., AT A COST OF \$6,600.50 AND FURTHER, AUTHORIZING THE TREASURER TO APPROVE THE THEN AND NOW CERTIFICATE RELATED THERETO IN COMPLIANCE WITH AND PURSUANT TO OHIO REVISED CODE SECTION 5705.41(D) AND CITY OF TRENTON RESOLUTION NO. 09-2012.
2. A MOTION AUTHORIZING THE CITY MANAGER TO PAY FOR CALENDAR YEAR 2021 PERSONNEL, ADMINISTRATIVE, AND OPERATIONAL COSTS AS SHARED BY ALL POLITICAL SUBDIVISIONS WITHIN THE BUTLER COUNTY EMERGENCY MANAGEMENT COOPERATIVE AGREEMENT, PAYABLE TO BUTLER COUNTY EMERGENCY MANAGEMENT AGENCY, AT A COST OF \$5,124.99 AND FURTHER, AUTHORIZING THE TREASURER TO APPROVE THE THEN AND NOW CERTIFICATE RELATED THERETO IN COMPLIANCE WITH AND PURSUANT TO OHIO REVISED CODE SECTION 5705.41(D) AND CITY OF TRENTON RESOLUTION NO. 09-2012.
3. A MOTION TO AUTHORIZE PRIME TECH TO PROVIDE FIBER CONNCETIVITY TO COMMUNITY PARK WELLS, PRIVATE INTERNET TO COMMUNITY PARK, AND NETWORK CONNECTIVITY FOR CAMERAS AND OTHER RESOURCES IN AN AMOUNT OF NINETY FIVE THOUSAND FOUR HUNDRED THIRTY ONE DOLLARS AND TWENTY CENTS (\$95,431.20).
4. A MOTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CARPENTER SIGN SERVICE, FOR THE PURCHASE AND INSTALLATION OF AN ELECTRONIC MESSAGE CENTER, AT A COST OF NOT TO EXCEED THIRTY THOUSAND, SEVEN HUNDRED AND FIFTY-NINE DOLLARS, AND FURTHER AUTHORIZING THE CITY MANAGER TO SIGN ALL REQUIRED DOCUMENTS RELATED THERETO.





5. A MOTION AUTHORIZING THE CITY MANAGER TO PAY FOR THE CITY OF TRENTON'S SHARE OF OKI REGIONAL COUNCIL OF GOVERNMENT'S FY JULY 1, 2021 THROUGH JUNE 30, 2022 BUDGET, PAYABLE TO BUTLER COUNTY TREASURER, OKI FUND, AT A COST OF \$3,764.62 AND FURTHER, AUTHORIZING THE TREASURER TO APPROVE THE THEN AND NOW CERTIFICATE RELATED THERETO IN COMPLIANCE WITH AND PURSUANT TO OHIO REVISED CODE SECTION 5705.41(D) AND CITY OF TRENTON RESOLUTION NO. 09-2012.
6. A MOTION TO APPOINT RYAN PREWITT TO THE BOARD OF ZONING APPEALS TO FILL THE VACANT SEAT.
7. A MOTION TO APPOINT TERESA NICHOLS TO THE COMMUNITY IMPROVEMENT CORPORATION (CIC) BOARD OF TRUSTEES TO FILL THE VACANT SEAT.

#### **LEGISLATION**

1. AN ORDINANCE AMENDING SECTION 826.03 OF THE CODIFIED ORDINANCES OF THE CITY OF TRENTON, OHIO. **(Second Reading)**
2. AN ORDINANCE AMENDING SECTION 826.08 OF THE CODIFIED ORDINANCES OF THE CITY OF TRENTON, OHIO. **(Second Reading)**
3. AN ORDINANCE REPEALING SECTION 870.05 SPECIAL EVENT PERMIT OF THE CODE OF ORDINANCES. **(First Reading)**
4. AN ORDINANCE TO ACCEPT, MODIFY, OR REJECT THE FINAL REPLAT (Record Plat) FOR MAPLE VIEW SECTION 4B FOR PART OF LOT 1029, PART OF LOT 1030, SECTIONS 31 & 32, TOWN 2, RANGE 4, CONGRESS LANDS WEST OF THE MIAMI RIVER, CITY OF TRENTON, BUTLER COUNTY, OHIO, AND DECLARING AN EMERGENCY. **(First Reading, Suspend Rules)**

#### **REPORTS**

#### **AUDIENCE OF COUNCIL**

#### **ADJOURNMENT**



## **City Council Work Session Minutes July 15<sup>th</sup>, 2021**

Mayor Calvin Woodrey called the July 15<sup>th</sup> Council work session to order at 6:30pm. He asked City Manager Marcos to begin. CM Marcos Nichols asked Finance Director, Mike Engel to begin by discussing correspondence item 2021 Weed Assessment Program #3. City Treasurer Mike Engel explained this is a requirement by the County to collect unpaid fines by having them assessed to the property owner's taxes. This is informative only. Next he discussed the Motion to authorize then and Now for Software Solutions, the invoice came before the P.O. was prepared, this is a way to keep us in compliance. Finally he discussed the Ordinance regarding reimbursement and declaration of official intent. This will allow us to pay for the initial costs of the playground equipment prior to issuing debt and allow us to keep our bond issuance all together, as well as allowing us to reimburse the funding that was spent initially.

Next City Manager, Marcos Nichols discussed the Ordinances regarding Section 826.03 and regarding Section 826.08 pertaining to our sign code regarding service signs and directional signs and where they will be permitted, and 826.08 pertaining to the size of the directional signs. Finally he stated he had a request for an executive session request to consider confidential information related to marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance.

City Attorney Nick Ziepfel stated that before we go into executive session that he state that he will need an executive session as well for the purpose of considering the appointment of a public official or employee as he will need a verbal motion added to the agenda stating "A verbal motion to classify Nick Ziepfel, Attorney for the City of Trenton, Ohio, as an independent contractor to perform the duties of the city of Trenton, Ohio City attorney at the rate identified on the city of Trenton, Ohio classification and wage plan.

Vice Mayor Perry made a motion to go into executive session for both reasons stated above, followed by a second by Councilman Agee. Roll call was taken; 7 ayes, 0 nays, 0 absent. Council went into executive session at 6:49pm. Vice Mayor Perry made a motion to come out of executive session and adjourn the Council work session at 7:34pm. Roll call was taken; 7 ayes, 0 nays, 0 absent. The Council work session was adjourned.

**City of Trenton**  
**REGULAR COUNCIL MEETING MINUTES**  
July 15th, 2021 - 7:30 p.m.

**CALL TO ORDER**

Mayor Woodrey called the regular Council meeting to order at 7:38pm.

**PRAYER**

City Treasurer Mike Engel led us in prayer followed by the pledge of allegiance to our flag.

**ROLL CALL**

Council Clerk Daley took roll call; all members of Council were present.

**APPROVAL OF MINUTES**

1. Minutes of the July 1st, 2021 Work Session.
2. Minutes of the July 1st, 2021 Council Meeting.  
Councilman Nichols made a motion to approve the minutes followed by a second by Councilwoman Combs. Roll call was taken; 5 ayes, 0 nays, 0 absent, 2 abstained.

**CORRESPONDENCE**

1. 2021 Weed assessment Program #3.  
City Treasurer Mike Engel stated that this is what is required by the county to assess unpaid fines to the homeowner's taxes.

**PRESENTATIONS**

1. None.

**AUDIENCE OF PUBLIC**

1. None.

**UNFINISHED BUSINESS**

1. None.

**PUBLIC HEARINGS**

1. None.

## NEW BUSINESS

1. A MOTION AUTHORIZING THE CITY MANAGER TO PAY FOR THE FINANCIAL SOFTWARE ANNUAL SOFTWARE SUPPORT, VIP UTILITY BILLING MODULE, VIP UTILITY LICENSES AND IMPLEMENTATION FEES, TECHNICAL SET UP ASSISTANCE, AND POST LIVE TRAINING AND ASSISTANCE, PAYABLE TO SOFTWARE SOLUTIONS, INC., AT A COST OF \$18,270 AND FURTHER, AUTHORIZING THE TREASURER TO APPROVE THE THEN AND NOW CERTIFICATE RELATED THERETO IN COMPLIANCE WITH AND PURSUANT TO OHIO REVISED CODE SECTION 5705.41(D) AND CITY OF TRENTON RESOLUTION NO. 09-2012.

A motion was made to authorize by Vice Mayor Perry, followed by Councilman Perry. Roll call was taken; 7 ayes, 0 nays, 0 absent.

2. A VERBAL MOTION TO CLASSIFY NICK ZIEPFEL, ATTORNEY FOR CITY OF TRENTON, OHIO, AS AN INDEPENDENT CONTRACTOR TO PERFORM THE DUTIES OF THE CITY OF TRENTON, OHIO, CITY ATTORNEY AT THE RATE IDENTIFIED ON THE CITY OF TRENTON, OHIO CLASSIFICATION AND WAGE PLAN.

Vice Mayor Perry made a motion to approve, followed by a second by Councilwoman Harris. Roll call was taken; 7 ayes, 0 nays, 0 absent.

## LEGISLATION

1. AN ORDINANCE AMENDING SECTION 826.03 OF THE CODIFIED ORDINANCES OF THE CITY OF TRENTON, OHIO. **(First Reading)**  
City Attorney Nick Ziepfel read this ordinance in its entirety. The second reading will be at the August 5<sup>th</sup> meeting.
2. AN ORDINANCE AMENDING SECTION 826.08 OF THE CODIFIED ORDINANCES OF THE CITY OF TRENTON, OHIO. **(First Reading)**  
City Attorney Nick Ziepfel read this ordinance in its entirety. The next reading will be at the August 5<sup>th</sup> Council meeting.
3. DELEGATING AUTHORITY TO MAKE DECLARATIONS OF OFFICIAL INTENT AND ALLOCATIONS WITH RESPECT TO REIMBURSEMENTS OF TEMPORARY ADVANCES DURING FISCAL YEAR 2021 MADE FOR CAPITAL IMPROVEMENTS AND ACQUISITIONS FOR MUNICIPAL PURPOSES TO BE MADE FROM SUBSEQUENT BORROWINGS. **(First Reading, Suspend Readings)**  
City Attorney Nick Ziepfel read the Ordinance in its entirety. A motion was made by Vice Mayor Perry to suspend the rules and vote on this Ordinance this evening followed by a second by Councilwoman Harris. Roll call was taken; 7 ayes, 0 nays, 0 absent.  
A motion was made to approve by Vice Mayor Perry, followed by a second by Councilman Agee. Roll call was taken; 7 ayes, 0 nays, 0 absent.

## **REPORTS**

City Attorney Nick Ziepfel had no reports.

Council Clerk Laura Daley stated there were five Thursdays this month and she would be on vacation the 21<sup>st</sup> through the 30<sup>th</sup>. She would still be reachable through email. She then wished the Mayor good luck next week and that she hoped all went well.

Interim Police Chief Rosenfelder reported that he would like to acknowledge Ray Nichols and the Trenton Rescue for donating a P.A. system to the Police department to use at events. He thanked him for his generosity.

City Treasurer Mike Engel thanked the staff for all the work that has been done for the conversion of the new software.

City Manager Marcos Nichols stated they are working on the new comprehensive plan. These plans will be open to the public, we will be reaching out to the public, and we will be hosting a public workshop on August 16<sup>th</sup>, at 6:30pm. We have sent out a brief survey on Facebook as we have been reaching nearly 20,000 people with our posts. Finally he wanted to report that he enjoyed the Shape Corp. groundbreaking ceremony. He is looking forward to their grand opening which is believed to happen in 12 months bringing in nearly 300 new jobs to the City. We now only have 149.858 acres left to sell in the Industrial park.

## **AUDIENCE OF COUNCIL**

Councilwoman Harris stated that so many big things are happening within the City. She wanted to welcome Farmhouse Café, and stated she is looking forward to the opening of State Street Coffee. She then stated one of our resident's are hosting a free workout on Sundays at the park at 5pm, she believes they will continue through August.

Councilwoman Combs stated she felt it has been an exciting time in our City. She stated that she is rounding up on 16 years on Council and so many things have been happening. She then stated the flowers, flags and downtown look great!

Councilman Perry thanked City staff for everyone's hard work. He then wished the Mayor well next week.

Councilman Agee asked City Treasurer Engel a question regarding past due income taxes. He heard from a community member that he had received a letter regarding past due income taxes. He asked if we have always done this or if we are behind on collections. Mr. Engel explained that we have always done this, and that actually we are above average this year on collections. He also explained that the finance department is converting to new software so there may be some delay on collections. Councilman Agee then thanked public works and all involved for the movie in the park. Then he thanked the Police Dept. for the franks with the fuzz event. He then congratulated and welcomed all the new business' that were coming to the City. Finally he congratulated his father on his retirement.

Councilman Nichols congratulated Shape Corp, formally known as Magnode for their groundbreaking on their new state of the art facility they have planned. Also congratulations to the new Farmhouse Café, which he visited, they had good food and good prices.

Vice Mayor Perry congratulated the Farmhouse Café on their opening. He then thanked everyone involved in making the movie in the park a success. He thanked Public works and all staff for everything they do, and all City staff. It really shows employees really love what they do. He then thanked Councilman Nichols as he is there for every movie and just thanks for all you do for the City. He then gave the Mayor well wishes, hoping all goes well for him next week.

Mayor Calvin Woodrey reported that it was a pleasure of his to be able to speak at the Shape Corp. groundbreaking ceremony. They will be able to do things with Aluminum that can only happen at their new facility.

## **ADJOURNMENT**

Vice Mayor Perry made a motion to adjourn, followed by a second by Councilman Agee. Roll call was taken; 7 ayes, 0 nays, 0 absent. The regular Council meeting was adjourned at 8:17pm.



# City of Trenton

## Statement of Cash Position with MTD Totals

From: 1/1/2021 to 6/30/2021  
Funds: 011 to 900

Include Inactive Accounts: No  
Page Break on Fund: No

Fund	Description	Beginning	Net Revenue	Net Revenue	Net Expenses	Net Expenses	Unexpended	Encumbrance	Ending
		Balance	MTD	YTD	MTD	YTD	Balance	YTD	Balance
011	GENERAL FUND	\$2,333,233.47	\$367,368.20	\$2,793,915.97	\$362,984.16	\$1,966,583.78	\$3,160,565.66	\$419,408.63	\$2,741,157.03
013	GENERAL DEBT SERVICE	\$12,640.11	\$0.00	\$45,000.00	\$0.00	\$0.00	\$57,640.11	\$0.00	\$57,640.11
023	WATER DEBT SERVICE	(\$332,538.08)	\$65,801.42	\$796,205.35	\$72,934.38	\$72,934.38	\$390,732.89	\$0.00	\$390,732.89
024	WATER CONSTRUCTION FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
025	WATER REPLACEMENT & IMPROVE.	\$304,723.03	\$0.00	\$0.00	\$0.00	\$0.00	\$304,723.03	\$0.00	\$304,723.03
026	WATER REVENUE	\$7,477,899.38	\$127,956.33	\$4,191,336.61	\$179,861.99	\$9,871,993.47	\$1,797,242.52	\$871,654.73	\$925,587.79
027	WATER RATE STABILIZATION FUND	\$304,723.03	\$0.00	\$0.00	\$0.00	\$0.00	\$304,723.03	\$0.00	\$304,723.03
028	UTILITY CREDIT MEMO FUND	\$0.00	\$4,439.21	\$4,439.21	\$0.00	\$0.00	\$4,439.21	\$0.00	\$4,439.21
036	WATER SYSTEM RESERVE	\$697,929.15	\$44,897.53	\$2,752,710.46	\$2,000.00	\$2,000.00	\$3,448,639.61	\$0.00	\$3,448,639.61
050	UTILITY DEPOSIT TRUST	\$206,675.04	\$5,413.80	\$32,487.81	\$5,313.36	\$29,113.36	\$210,049.49	\$0.00	\$210,049.49
063	SEWER DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
066	SEWER REVENUE	\$948,651.26	\$124,823.31	\$1,396,393.71	\$178,377.17	\$1,449,706.01	\$895,338.96	\$133,677.77	\$761,661.19
076	SEWER RESERVE	\$2,798,914.61	\$28,000.00	\$720,600.00	\$8,630.00	\$8,630.00	\$3,510,884.61	\$6,087.90	\$3,504,796.71
096	REFUSE REVENUE	\$688,931.60	\$87,119.24	\$585,022.17	\$110,180.15	\$689,806.59	\$584,147.18	\$227,406.96	\$366,740.22
102	STREET MAINT. & REPAIR	\$449,884.16	\$1,827,395.08	\$2,128,079.99	\$100,507.10	\$366,392.40	\$2,211,571.75	\$264,567.79	\$1,947,003.96
106	FEMA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
112	STATE HIGHWAY IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
132	PARKS & RECREATION IMPROVEMENTS	\$230,942.96	\$21,825.00	\$123,823.57	\$125,951.21	\$187,774.76	\$166,991.77	\$240,844.82	(\$73,853.05)
165	SPEC. ASSESS. BOND RET.	\$34,887.07	\$0.00	\$0.00	\$0.00	\$0.00	\$34,887.07	\$0.00	\$34,887.07
166	STORMWATER PHASE II FUND	\$208,694.91	\$18,248.86	\$120,737.72	\$9,679.50	\$130,207.83	\$199,224.80	\$130,083.77	\$69,141.03
192	COUNTY MOTOR VEHIC.	\$133,206.99	\$0.00	\$0.00	\$0.00	\$0.00	\$133,206.99	\$0.00	\$133,206.99
202	MUN.MOTOR VEH.LIC.	\$328,424.10	\$7,951.58	\$47,498.09	\$0.00	\$0.00	\$375,922.19	\$0.00	\$375,922.19
212	CITY EMPLOYEE	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
218	POLICE LEVY FUND	\$1,280,895.29	\$163,276.37	\$1,520,964.06	\$201,017.45	\$1,182,708.34	\$1,619,151.01	\$355,873.21	\$1,263,277.80
222	FIRE LEVY	\$979,299.42	\$21,031.80	\$598,774.08	\$79,061.08	\$500,357.38	\$1,077,716.12	\$125,685.68	\$952,030.44
223	FIRE LEVY CAP & DEBT	\$1,146,964.58	\$11,250.00	\$67,500.00	\$35,225.00	\$35,225.00	\$1,179,239.58	\$0.00	\$1,179,239.58
224	FIRE DEPOSIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Statement of Cash Position with MTD Totals**  
**From: 1/1/21 to 6/30/2021**

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
<b>ESCROW FUND</b>									
226	CASH BOND DEPOSIT FUND	\$242,914.00	\$0.00	\$624,168.00	\$0.00	\$500.00	\$866,582.00	\$0.00	\$866,582.00
228	COMMUNITY NIGHT OUT FUND	\$7,036.36	\$0.00	\$0.00	\$0.00	\$0.00	\$7,036.36	\$0.00	\$7,036.36
230	BICENTENNIAL FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
234	GENERAL CAPITAL IMPROVEMENT	\$63,654.16	\$0.00	\$32,500.00	\$889.16	\$5,376.22	\$90,777.94	\$10,568.92	\$80,209.02
240	LOCAL CORONAVIRUS RELIEF FUND	\$1,272.70	\$0.00	\$62,681.00	\$0.00	\$63,953.70	\$0.00	\$0.00	\$0.00
241	AMERICAN RESCUE PLAN ACT OF 2021 FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
250	G.F. STABILIZATION RESERVE	\$398,366.48	\$0.00	\$0.00	\$0.00	\$0.00	\$398,366.48	\$0.00	\$398,366.48
251	PROPERTY REHABILITATION FUND	\$30,058.99	\$0.00	\$93,902.00	\$0.00	\$0.00	\$123,960.99	\$0.00	\$123,960.99
252	MAYORS COURT CAPITAL IMPROV.	\$20,161.38	\$195.00	\$991.00	\$0.00	\$0.00	\$21,152.38	\$0.00	\$21,152.38
253	TAX INCREMENT EQUIVALENT	\$1,683,197.10	\$124.01	\$200,951.84	\$0.00	\$0.00	\$1,884,148.94	\$85,400.00	\$1,798,748.94
254	MUN. BUILDING PROJECT	\$274.18	\$0.00	\$0.00	\$0.00	\$0.00	\$274.18	\$0.00	\$274.18
260	CAP. PITS: W. MADISON RD IMPR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
262	CDBG SR 73 HAND.SIDEWALKS PRO.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
264	SR 73 REPAVING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402	LAW ENFORCEMENT TRUST FUND	\$20,853.96	\$0.00	\$2,625.75	\$194.91	\$628.16	\$22,851.55	\$3,976.75	\$18,874.80
422	DRUG LAW ENFORCEMENT FUND	\$5,008.37	\$0.00	\$0.00	\$0.00	\$0.00	\$5,008.37	\$0.00	\$5,008.37
432	FEDERAL ASSET FORFEITURE FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
442	ENFORCEMENT & EDUCATION	\$190.43	\$0.00	\$60.00	\$25.00	\$125.00	\$125.43	\$0.00	\$125.43
452	C O P S F A S T PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
518	UNCLAIMED MONIES-TRUST	\$3,928.34	\$0.00	\$0.00	\$0.00	\$497.37	\$3,430.97	\$0.00	\$3,430.97
890	EMP TERMINATION BENEFITS FUND	\$182,738.95	\$0.00	\$30,000.00	\$0.00	\$0.00	\$212,738.95	\$0.00	\$212,738.95
900	INVESTMENT ACCOUNT	\$0.58	\$5,427.07	\$30,452.70	\$5,427.00	\$30,452.69	\$0.59	\$0.00	\$0.59
<b>Grand Total:</b>		<b>\$22,895,138.06</b>	<b>\$2,932,543.81</b>	<b>\$19,003,821.09</b>	<b>\$1,468,258.62</b>	<b>\$16,594,966.44</b>	<b>\$25,303,982.71</b>	<b>\$2,875,236.93</b>	<b>\$22,428,755.78</b>

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MSB 6-30-21



City of Trenton  
Summary Treasury Investment Report  
June 30, 2021

City of Trenton funds are required by law to be accounted for separately, but those funds in most cases may be banked and invested together, in order to gain efficiencies and earn volume market rate advantages. Below is a summary of the various accounts containing invested funds of the City of Trenton and the respective fund balances. Detailed monthly statements for these accounts are available in the Finance Department.

Institution	Account	Balance
First Financial	General Checking Account	\$458,123.36
First Financial	Payroll Account	\$302,027.45
First Financial	ACH Electronic Payment	\$22,042.88
First Financial	Fire Levy Funds Money Market	\$1,332,545.67
First Financial	ACH Ohio Business Gateway	\$10,054.31
First Financial	EMS Lockbox Funds	\$0.00
First Financial	Misc Electronic Payments -A.G.	\$11,364.93
First Financial	Community Improvement Corp.	\$8,340.66
Star Ohio	Overnight Liquid Funds	\$13,645,437.75
Star Ohio	Utility Deposit Funds	\$209,623.37
Star Ohio	Tax Increment Equivalent	\$1,883,404.97
Star Ohio	Fire Levy Funds	\$1,103,567.50
Star Ohio	Police Levy Funds	\$1,682,898.91
Star Ohio	Cash Deposits Funds	\$866,834.44
Star Ohio Plus	Overnight Liquid Funds	\$0.00
Redtree Inv. US Bank	Investment Account	\$3,781,913.94
Huntington Bank	Water Refund. Bond Fd.-'13	\$193,017.97
Huntington Bank	Water 2013 Debt Serv. Res.	\$4.00

The funds in the First Financial General Checking Account consist of the pooled monies of the various City Funds. This is the operating account of the City. The First Financial Payroll Account is designated for payroll only and any balance in the account consists of outstanding checks, above the \$300,000 base account fund balance. The ACH Electronic Payment account at First Financial was set up to handle electronic funds transfers. Those funds are cleared from the account on a regular basis. The Misc Electronic Payments account at First Financial was set up to handle electronic funds transfers other than income tax or governmental. Segregating that activity from the main depository account provides another layer of protection for the City's bank accounts. The Fire Levy Funds Money Market account is a little higher interest earning liquid money market fund. These funds are collateralized by the bank Public Funds Collateral Pool. The ACH Ohio Business Gateway account reports all payments made through the State of Ohio Business Gateway payment system. While the Community Improvement Corporation is not an actual account of the City, it is related as a component unit and so reported for informational purposes.

The Star Ohio Overnight Liquid Account consists of pooled monies of the various City funds, and is utilized to provide liquid funds for the payment of short term obligations. The Star Ohio Plus account has been phased out by the Treasurer of State. There are enough suitable options in the market place that this fund is no longer necessary.

The Star Ohio Utility Deposit Account is designated solely for utility deposits, while the Star Ohio Tax Increment Equivalent Account is designated solely for those real estate tax monies pertaining to the Residential Improvement Districts (RIDs), established for the Route 63 Extension. The Star Ohio Fire Levy Account is designated solely for the proceeds of the Fire Levy in excess of current liquidity needs. The Star Ohio Police Levy Account is also a

designated account, solely for the proceeds of the Police Levy in excess of current liquidity needs. Finally, the Star Ohio Cash Deposits Fund account has been set up to separately hold cash deposits for security and liquidity purposes.

Redtree Investment Group is the investment advisor of the pooled monies of the various City funds which are not needed to meet short term obligations. This firm is utilized to invest City funds in higher yielding investments. The May balance was comprised largely of Certificates of Deposit (\$3,036,585.15) which are all invested within the FDIC insurance limit. The remainder in the fund was U.S. Government Agency Notes in the amount of \$732,782.40, and \$12,546.39 invested in First American Treasury Obligations Funds pending reinvestment.

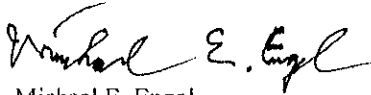
The Huntington Bank Water Accounts are designated solely for monies pertaining to the Water Plant construction project and its' financing, and are reported at cost basis. The new accounts pertain to the 2013 Water System Refunding Bonds. The 2004 bonds were defeased in December 2014 as scheduled with the 2013 refunding of those 2004 bonds.

It is the Policy of the City of Trenton to invest public funds in a manner which will assure the safety and security of these funds. The vast majority of funds listed above are invested in government securities, certificates of deposit which are within the guidelines of the Federal Depository Insurance, funds within the Public Funds Collateral Pool of the bank, or at Star Ohio, a managed fund of the Treasurer of the State of Ohio.

Liquidity is also of foremost importance in maintaining the Investment Portfolio, so that obligations and operating requirements of the City may be met in a timely, orderly fashion.

The Investment Portfolio is structured to meet the primary criteria of safety and liquidity, while also attaining a market rate of return.

Respectfully,

A handwritten signature in black ink, appearing to read "Michael E. Engel". The signature is fluid and cursive, with the first name "Michael" and last name "Engel" clearly distinguishable.

Michael E. Engel  
Treasurer  
City of Trenton

**Portfolio Holdings Report**  
**City of Trenton - General Funds**  
**US Bank Custodian Acct Ending x99877**  
June 30, 2021

Quantity	Cuslp	Security Description	Moody's	S&P	Cost Basis	Market Value	Yield at Cost	Wld Maturity	Purchase Date
<b>U.S. GOVERNMENT AGENCY NOTES</b>									
100,000	3133EMUF7	Federal Farm Credit Bank 0.220% Due 09-22-23	Aaa	AA+	99,919.80	99,767.78	0.25	2.22	03-22-21
110,000	3137EAFA2	Federal Home Ln Mtg 0.250% Due 12-04-23	Aaa	AA+	109,891.10	109,856.19	0.28	2.42	12-04-20
50,000	3137EAFA2	Federal Home Ln Mtg 0.250% Due 12-04-23	Aaa	AA+	49,971.50	49,934.63	0.27	2.42	04-21-21
205,000	3130ALZ31	Federal Home Ln Bank 0.625% Due 10-28-24	Aaa	AAA	205,000.00	204,396.49	0.62	3.28	04-28-21
190,000	3134GXHD9	Federal Home Ln Mtg 0.700% Due 12-23-25	Aaa	AA+	190,000.00	188,444.10	0.70	4.40	12-23-20
78,000	3130ALGJ7	Federal Home Ln Bank 1.000% Due 03-23-26	Aaa	AA+	78,000.00	78,000.07	1.00	4.60	03-23-21
	Accrued Interest					556.61			
					732,782.40	730,955.87	0.56	3.38	
<b>CERTIFICATES OF DEPOSIT</b>									
246,000	7954502C8	Sallie Mae Bank, UT 2.650% Due 04-04-22			245,926.20	250,886.05	2.66	0.76	04-17-19
249,000	05368TBN0	AvidBank, CA 0.350% Due 05-31-22			248,950.20	249,619.51	0.36	0.92	05-28-20
140,000	88224PLX5	Texas Capital Bank, TX 0.250% Due 07-25-22			139,930.00	140,219.94	0.28	1.07	07-24-20
167,000	87270LCM3	TIAA FSB, FL 2.100% Due 07-29-22			167,000.00	170,598.01	2.10	1.06	03-30-20
247,000	38149MGY3	Goldman Sachs Bank USA, NY 1.900% Due 10-03-22			247,000.00	252,525.14	1.90	1.25	03-23-20
210,000	05580ASU9	BMW Bank of North America, UT 1.850% Due 10-11-22			209,632.50	214,637.22	1.91	1.27	10-18-19
205,000	29278TLZ1	Enerbank USA, UT 1.750% Due 10-25-22			204,743.75	209,361.58	1.80	1.30	10-25-19
210,000	33847E2V8	Flagstar Bank FSB, MI 1.800% Due 11-15-22			210,000.00	214,805.43	1.80	1.36	11-25-19
199,000	949495AT2	Wells Fargo Natl Bank West, NV 1.900% Due 01-30-23			198,701.50	204,450.21	1.96	1.56	01-29-20
204,000	27002YEV4	EagleBank, MD 1.650% Due 03-06-23			203,694.00	209,028.19	1.71	1.66	03-06-20
249,000	05465DAG3	Axos Bank, CA 1.600% Due 03-27-23			249,000.00	255,100.25	1.61	1.72	03-26-20
249,000	58404DHN4	Medallion Bank, UT 0.350% Due 07-20-23			249,000.00	249,614.28	0.35	2.05	07-21-20
249,000	649447UE7	NY Community Bank, NY 0.300% Due 11-09-23			248,813.25	249,257.71	0.33	2.35	11-09-20
215,000	61690UPY0	Morgan Stanley Bank, UT 1.900% Due 12-12-23			214,193.75	223,613.76	2.00	2.40	12-12-19
	Accrued Interest					6,510.57			
					3,036,585.15	3,100,227.87	1.48	1.50	
<b>MONEY MARKET FUND</b>									
	USBMMF	First American Treasury Obligations Fund			12,546.39	12,546.39	0.01		
<b>TOTAL PORTFOLIO</b>					3,781,913.94	3,843,730.13	1.30	1.85	

**Disclosures:**

RedTree's internal accounting system is used as the source of the market value of this account. Although obtained from a source believed to be reliable, we cannot guarantee its accuracy. You should review all account statements provided by the custodian and compare with the statements provided by RedTree.

Questions? Call 888.596.2293 or email [info@redtreeinv.com](mailto:info@redtreeinv.com)



# CITY OF TRENTON

## MONTHLY FUND CASH BALANCE STATUS REPORT

6/30/2021

### General Fund-011

Should be set at five months operating costs		2020 annual operating exp.-\$3,391,790 (6 months oper exp-\$1,695,900--2020) five months operating expenses (2020)
General Fund Cash Balance needed	\$ 1,413,246	
Cash balance as of 6/30/2021	\$ 3,160,566	
Within policy parameters by:	\$ 1,747,320	Up \$826K YOY Up \$13K MOM

### General Fund Stabilization Fund-250

Cash balance as of 6/30/2021	\$ 398,366	
Should be at 10% of the annual General Fund Appropriations, but shall not exceed 15% of G.F. revenues for the preceding year. (Ref. 222.12 Cod. Ord.)	\$ 302,000	Minimum-10% of GF Approps. Maximum-15% of GF Revenue
Within policy parameter minimum by \$96,000 and within maximum by \$56,000	\$ 454,000	

### Business Enterprise Funds

#### Water Fund-026

Should be set at six months operating costs		2020 annual operating exp.-\$1,089,442 six months operating expenses (2020)
Water Fund Cash Balance needed	\$ 545,000	
Water Cash Balance as of 6/30/2021	\$ 1,797,243	Up \$107K YOY, 026 only
Within policy parameters by:	\$ 1,252,243	Down \$52K MOM, 026 only
Water System Reserve Cash Bal. (036)	\$ 3,448,640	Indenture requires \$300,000 minimum
Water Rate Stabil. Cash Bal. (027)	\$ 304,723	Indenture requires \$300,000 minimum
Water Repl. & Impr. Cash Bal. (025)	\$ 304,723	Indenture requires \$300,000 minimum
Utility Credit Memo Cash Bal. 028	\$ 4,439	Utility Accounts Credits
Water Debt Service Cash Bal. (023)	\$ 390,733	\$ 6,250,501 Total Fund Balances
		\$ 6,250,501
Water Debt Service Escrow	Restricted	\$ - Bank Balance
Water Bond Fund-2013	Restricted	\$ 193,018 Bank Balance (6/30/2021)
		\$ 193,018 Total Restricted Bank Bal

**025 Replacement & Improvement Fund-Transfer \$50K each December until funded at \$300K.**

Interest stays in the fund until fully funded then transfer interest to the Water Fund.

Primary purpose-purchase of equipment and system improvements.

**027 Water Rate Stabilization Fund-Transfer \$50K each December until funded at \$300K.**

Interest stays in the fund until fully funded then transfer interest to the Water Fund.

**036 Water System Reserve Fund-Transfer excess Water Fund balance annually in February.**

Interest stays in the fund. Used for debt payments and transfers.

**023 Water Debt Service-Optional balance-no requirement. Used for debt payments accounting.**  
No interest requirement.

#### **Sewer Fund-066**

Should be set at six months operating costs		2020 annual operating exp.-\$1,249,850
Sewer Fund <b>Cash Balance</b> needed	\$ 625,000	six months operating expenses (2020)
Cash Balance as of 6/30/2021	\$ 895,339	
<b>Within policy parameters by:</b>	\$ 270,339	Up \$15K, YOY, 066 only Down \$54K MOM, 066 only
Sewer Reserve (076) Cash Balance	\$ 3,510,885	

#### **Refuse Fund-096**

Should be set at six months operating costs		2020 annual operating exp.-\$1,127,546
Refuse Fund <b>Cash Balance</b> needed	\$ 564,000	six months operating expenses (2020)
Cash Balance as of 6/30/2021	\$ 584,147	
<b>Within policy parameters by:</b>	\$ 20,147	Down \$72K YOY Down \$23K MOM

#### **Street Maintenance Fund-102**

Should be set at six months operating costs		2020 annual operating costs-\$440,945
Street Fund <b>Cash Balance</b> needed	\$ 220,000	(6 months of operating expense (2020)
Cash Balance as of 6/30/2021	\$ 2,211,572	\$1,750K BAN (June)
<b>Within policy parameters by:</b>	\$ 1,991,572	Up \$1,779K, YOY \$462K net Up \$1,727K MOM
Mun Mtr. Veh. Lic. Fd. Cash Bal (202)	\$ 375,922	
Co. Mtr. Veh. Lic. Fd. Cash Bal (192)	\$ 133,207	

#### **Stormwater Enterprise Fund-166**

Should be set at six months operating costs		2020 annual operating exp.-\$161,574
Stormwater Fund <b>Cash Balance</b> needed	\$ 81,000	six months operating expenses (2020)
Cash Balance as of 6/30/2021	\$ 199,225	
<b>Within policy parameters by:</b>	\$ 118,225	Down \$15K YOY Up \$8K MOM

#### **Police Levy Fund-218**

Should be set at five months operating costs		2020 annual operating exp.-\$2,123,781
Police Levy Fund <b>Cash Balance</b> needed	\$ 886,000	six months oper exp.-(\$1,063K 2020)
Cash Balance as of 6/30/ 2021	\$ 1,619,151	five months operating expenses (2020)
<b>Within policy parameters by:</b>	\$ 733,151	Up \$562K YOY Down \$38K MOM

### **Fire Levy Fund-222**

Should be set at six months operating costs

Fire Fund **Cash Balance** needed

\$ 379,000

2020 annual operating exp.-\$757,593

six months operating expenses (2020)

Cash Balance as of 6/30/2021

\$ 1,077,716

**Within policy parameters by:**

\$ 698,716

Down \$418 YOY, 222 only

Down \$58K MOM

Fire Levy Cap & Debt Fd. Cash Bal (223)

\$ 1,203,215

### **Employee Termination Benefits Fund-890**

Should be set at:

Calculate projected payouts to

employees as Compensated

Absences Payable due within

one year- from Basic Financial

Statements Notes.

**Cash balance** needed

\$ 204,834

Based upon 2020 audit

Cash Balance as of 6/30/2021

\$ 212,739

**Within policy parameters by:**

\$ 7,905

To be replenished annually through the

Budgetary process.

**Include Governmental and Business Type balances, for the within 1 year category.**

Operating Costs:

Take out transfers, debt, and capital items.

General Fund-Keep Police 218 transfer in the balance



## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Michael E. Engel, Treasurer

Agenda Item: Authorizing the City Manager to pay for the EMS and Fire annual software billing which includes CAD interface, cardiac monitor interface, personnel management, fire incidents, and EHR access; from ESO Solutions, Inc. at a cost of \$6,600.50.

<b>Ordinance/Resolution/Motion</b> <i>Motion</i>	1 <sup>st</sup> Reading Date:	<b>Strategic Goals</b> Connected Community Economic Vitality Operational Excellence Strong & Secure Neighbor
	2 <sup>nd</sup> Reading Date:	
	3 <sup>rd</sup> Reading Date:	
	Motion Reading Date: 8-5-21	
	Resolution Date:	<b>General Operations</b>
	Public Hearing Date:	
<b>Contract</b>	Contract Required: Yes	Additional Document(s) Attached:
<b>Fiscal Impact</b>	Budgeted: No	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report.</i>
	Expenditure: \$6,600.50 (Not to exceed)	
	Source Funds: Fire Fund	

### **Policy Issue**

Does City Council wish to adopt? This Then and Now Certificate corrects the oversight of issuing the PO after the invoice was dated.

### **Policy Alternative**

City Council can choose to not approve: If Council chooses not to approve this it would be a non-compliance item in the Audit.

### **Staff Recommendation**

Staff recommends that Council receive this report and adopt the necessary Motion.

### **Statutory/Policy Authority**

- ORC and ordinances of the City of Trenton.

### **Fiscal Impact Summary**

This will be an expense to the Fire Levy Fund #222.

### **Background Information**

When an invoice is received prior to the PO being done, it is a non-compliance item. The Then and Now certificate corrects that item after the fact. Any Then and Now's in the amount of \$3,000 or above are required to be brought to Council for review and approval.

### **Attached Information**

## MOTION

**A MOTION AUTHORIZING THE CITY MANAGER TO PAY FOR THE EMS AND FIRE ANNUAL SOFTWARE BILLING WHICH INCLUDES CAD INTERFACE, CARDIAC MONITOR INTERFACE, PERSONNEL MANAGEMENT, FIRE INCIDENTS, AND EHR ACCESS, FROM ESO SOLUTIONS INC., AT A COST OF \$6,600.50 AND FURTHER, AUTHORIZING THE TREASURER TO APPROVE THE THEN AND NOW CERTIFICATE RELATED THERETO IN COMPLIANCE WITH AND PURSUANT TO OHIO REVISED CODE SECTION 5705.41(D) AND CITY OF TRENTON RESOLUTION NO. 09-2012.**

Motioned by \_\_\_\_\_ authorizing the City Manager to pay for the EMS and Fire annual software billing which includes CAD interface, cardiac monitor interface, personnel management, Fire incidents, and HER access from ESO Solutions Inc., at a cost of \$6,600.50 and further authorizing the Treasurer to approve the Then and Now Certificate related thereto in compliance with and pursuant to Ohio Revised Code Section 5705.41(D) and City of Trenton Resolution No. 09-2012. The cost of \$6,600.50 will be charged to the Fire Fund.

Seconded by: \_\_\_\_\_

Upon Roll Call, the Vote Resulted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

## CERTIFICATION

I, the undersigned Clerk of Council, hereby certify that the above motion is a true and correct copy as passed by the Council of the City of Trenton on the \_\_\_\_ day of \_\_\_\_\_, 2021 and at least a majority of the elected voted in the affirmative on said motion.

\_\_\_\_\_  
Clerk of Council





Please send payments to:  
ESO Solutions, Inc.  
PO Box 679449  
Dallas, TX 75267-9449

# Invoice

Date:  
Invoice #  
Terms  
Due Date  
PO#

7/2/2021  
ESO-57206

PO 7-6

## Bill To

Trenton Fire Department (OH)  
300 N. Miami St  
Trenton OH 45067  
United States  
dyater@ci.trenton.oh.us

## Ship To

Trenton Fire Department (OH)  
300 N. Miami St  
Trenton  
OH 45067  
US

Inv. 7-3

Item	From	To	QTY	UOM	List Amount	Discount	Total
<b>EHR Cardiac Monitor Integration</b>	8/1/2021	7/31/2022	1,250	Incidents	\$795.00	\$39.75	\$755.25
Cardiac monitors integration. Allows for import of cardiac monitor data via local or cloud integration. Ongoing maintenance included. Unlimited connections.							
<b>EHR CAD Integration</b>	8/1/2021	7/31/2022	1,250	Incidents	\$1,495.00	\$74.75	\$1,420.25
Allows for integration of CAD data into EHR mobile and web application. Ongoing maintenance included. Additional fees from your CAD vendor may apply.							
<b>EHR Billing Interface</b>	8/1/2021	7/31/2022	1,250	Incidents	\$395.00	\$395.00	\$0.00
Allows for integration of discrete ePCR data into third-party billing software. Ongoing maintenance included.							
<b>Personnel Management</b>	8/1/2021	7/31/2022	1	Employees	\$2,028.00	\$1,014.00	\$1,014.00
Includes tracking of Training classes, certifications, credentials, Immunization records. Integrated with ESO EHR and Ad Hoc Reporting.							
<b>Fire Incidents (by Volume)</b>	8/1/2021	7/31/2022	1,250	Incidents	\$1,295.00	\$129.50	\$1,165.50
Includes mobile application NFIRS widget, Auto EHR-import or Auto-CAD import, federal NFIRS data reporting, software updates and upgrades.							
<b>ESO EHR Access</b>	8/1/2021	7/31/2022	600	Incidents	\$2,495.00	\$249.50	\$2,245.50
Patient care reporting web application, Analytics, Patient Tracker. Allows for unlimited users, live support, state and federal data reporting, ongoing weekly web training, software updates and upgrades.							

## Invoice Message:

Total (Without Tax): \$6,600.50  
Tax: \$0.00  
Grand Total: \$6,600.50  
Amount Paid/Credit: \$0.00  
Total Recurring: \$6,600.50  
Total One-Time:  
Invoice Balance: \$6,600.50

## Remit Payment to:

ESO Solutions, Inc.  
PO Box 679449  
Dallas, TX 75267-9449

Amounts invoiced are per your agreement(s) which may include annual uplift and an increase in quantities based on usage overages. Your payment of this invoice serves as acceptance of such increases.

Questions? Contact:  
AccountsReceivable@eso.com  
866-766-9471 option 8

OK TO PAY

ESO will never e-mail you soliciting payment information. Please call us or e-mail AccountsReceivable@eso.com if you have any questions or wish to make a change.

Tax ID: 36-4566209

I hereby certify that the amount required for this payment to meet the contract, agreement, obligation, payment or expense for the time of making such contract or obligation was lawfully appropriated for such purpose and was in the process of collection to the credit of the required and free from any previous obligations or encumbrances, ORC Section 5705.41.

Pay Online

For a 3% fee, pay via Card

M. S. S. 7-9-2021  
Treasurer, City of Trenton Date



## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Michael E. Engel, Treasurer

Agenda Item: Then and Now Certificate for Butler County Emergency Management Agency

<b>Ordinance/Resolution/Motion</b> <i>Motion</i>	1 <sup>st</sup> Reading Date:	<u>STRATEGIC GOALS</u>
	2 <sup>nd</sup> Reading Date:	Connected Community
	3 <sup>rd</sup> Reading Date:	Economic Vitality
	Motion Date: 8-5-21	Operational Excellence
	Resolution Date:	<b>Strong &amp; Secure Neighborhood</b>
	Public Hearing Date:	<b>General Operations</b>
<b>Contract</b>	Contract Required: No	Additional Document(s) Attached:
<b>Fiscal Impact</b>	Budgeted: Yes	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report.</i>
	Expenditure: \$5,124.99	
	Source Funds: General Fund	

### Policy Issue

Does City Council wish to adopt (LEGISLATION DOING WHAT?) This Then and Now Certificate corrects the oversight of issuing the PO after the Invoice was dated.

### Policy Alternative

City Council can choose to not approve (WHAT), and (WHAT WILL OCCUR IF THEY CHOOSE NOT TO APPROVE THE LEGISLATION – IS THERE SOMETHING ELSE THEY COULD DO?). If Council chooses not to approve this it would be a non-compliance item in the Audit.

### Staff Recommendation

Staff recommends that Council receive this report and adopt the necessary Motion.

### Statutory/Policy Authority

- ORC and Ordinances of the City of Trenton.

### Fiscal Impact Summary

This will be an expense to the General Fund Special Appropriations

### Background Information

When an Invoice is received prior to the PO being done, it is a non-compliance item. The Then and Now certificate corrects that item after the fact. Any Then and Now's in the amount of \$3,000 or above are required to be brought to Council for review and approval.

### Attached Information

- Payment request

## MOTION

**A MOTION AUTHORIZING THE CITY MANAGER TO PAY FOR CALENDAR YEAR 2021 PERSONNEL, ADMINISTRATIVE, AND OPERATIONAL COSTS AS SHARED BY ALL POLITICAL SUBDIVISIONS WITHIN THE BUTLER COUNTY EMERGENCY MANAGEMENT COOPERATIVE AGREEMENT, PAYABLE TO BUTLER COUNTY EMERGENCY MANAGEMENT AGENCY, AT A COST OF \$5,124.99 AND FURTHER, AUTHORIZING THE TREASURER TO APPROVE THE THEN AND NOW CERTIFICATE RELATED THERETO IN COMPLIANCE WITH AND PURSUANT TO OHIO REVISED CODE SECTION 5705.41(D) AND CITY OF TRENTON RESOLUTION NO. 09-2012.**

Motioned by \_\_\_\_\_ authorizing the City Manager to pay for calendar year 2021 personnel, administrative, and operational costs as shared by all political subdivisions within the Butler County Emergency Management Cooperative Agreement, payable to Butler County Emergency Management Agency, at a cost of \$5,124.99 and further authorizing the Treasurer to approve the Then and Now Certificate related thereto in compliance with and pursuant to Ohio Revised Code Section 5705.41(D) and City of Trenton Resolution No. 09-2012. The cost of \$5,124.99 will be charged to the General Fund Special Appropriations.

Seconded by: \_\_\_\_\_

Upon Roll Call, the Vote Resulted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

## CERTIFICATION

I, the undersigned Clerk of Council, hereby certify that the above motion is a true and correct copy as passed by the Council of the City of Trenton on the \_\_\_\_ day of \_\_\_\_\_, 2021 and at least a majority of the elected voted in the affirmative on said motion.

\_\_\_\_\_  
Clerk of Council

Butler County  
Emergency Management Agency  
315 High St., Suite 670  
Hamilton, Ohio 45011  
Phone (513) 785-5810  
Fax (513) 785-5811

PO 6-22

# INVOICE

Inv. 6-8

**SOLD TO:**

City Manager Marcos Nichols  
City of Trenton  
11 East State St.  
Trenton, OH 45067

INVOICE NUMBER 2021-20005

INVOICE DATE June 8, 2021

DUE August 8, 2021

**SHIPPED TO:**

[Shipped To]

QTY	DESCRIPTION	PRICE	AMOUNT
1	Per Capita 2021  <b>Then and Now Certification:</b>  I hereby certify that the amount required for this payment to meet the contract, agreement, obligation, payment or expenditure for the time of such contract or order, was lawfully appropriated for such purpose and was in the treasury of the City of Trenton at the time of collection of the required amount free from any previous collection or encumbrances, ORC Section 5705.41.  <u>M. Nichols</u> <u>7-9-2021</u> Treasurer, City of Trenton Date	\$5,124.99	\$5,124.99
		<b>SUBTOTAL</b>	\$5,124.99
		<b>TAX RATE</b>	
		<b>TAX</b>	0.00
		<b>FREIGHT</b>	0.00
			\$5,124.99
		<b>TOTAL DUE</b>	

Okay to Pay  
Marcos Nichols  
Date: 6-15-2021

## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Lon Green

Agenda Item: Fiber Extension to Community Park

<b>Ordinance/Resolution/Motion</b> <i>Motion</i>	1 <sup>st</sup> Reading Date: 2 <sup>nd</sup> Reading Date: 3 <sup>rd</sup> Reading Date: Motion Date: <b>August 5, 2021</b> Resolution Date: Public Hearing Date:	<b>Strategic Goals</b> Connected Community Economic Vitality Operational Excellence Strong & Secure Neighborhoods General Operations
<b>Contract</b>	Contract Required:	Additional Document(s) Attached: <b>See Quote</b>
<b>Fiscal Impact</b>	Budgeted: Yes	Please see further, more detailed information regarding the fiscal impact in the summary section of this report.
	Expenditure: \$	
	Source Funds: <b>Parks &amp; Water</b>	

### Policy Issue

Does the City Council approve the Fiber Extension to Community Park?

### Policy Alternative

City Council can choose to not approve the Fiber Extension to Community Park and lose the ability for high speed communications to Community Park and the safeguard of our critical resources.

### Staff Recommendation

Staff recommends that council receive this report and adopt the necessary motion to provide Fiber connectivity to Community Park wells, private Internet to Community Park, & network connectivity for cameras and other resources.

### Statutory/Policy Authority

None

### Fiscal Impact Summary

Item Budgeted, no financial impact.

Funds:

132-2103-5-3124      \$47,715.60

026-3105-5-3147      \$47,715.60





**Background Information**

Provide Fiber connectivity to Community Park wells, private Internet to Community Park, and network connectivity for cameras and other resources.

We received 3 quotes from the following contractors. City Staff recommends Quote #1 as Prime Tech has the lowest quote and have our confidence to complete the project.

Quote 1: Prime Tech - \$95,431.20

Quote 2: Cabling Specialist, Inc. - \$147,570.00

Quote 3: Cincinnati Bell - \$233,735.68

**Attached Information**

See recommended attachment from Prime Tech.

## Motion

**MOTION TO AUTHORIZE PRIME TECH TO PROVIDE FIBER  
CONNCTIVITY TO COMMUNITY PARK WELLS, PRIVATE  
INTERNET TO COMMUNITY PARK, AND NETWORK  
CONNECTIVITY FOR CAMERAS AND OTHER RESOURCES IN AN  
AMOUNT OF NINETY FIVE THOUSAND FOUR HUNDRED THIRTY  
ONE DOLLARS AND TWENTY CENTS (\$95,431.20).**

Moved by \_\_\_\_\_ to authorize Prime Tech to provide Fiber connectivity to Community Park wells, private Internet to Community Park, & network connectivity for cameras and other resources in the amount of ninety five thousand four hundred thirty one dollars and twenty cents (\$95,431.20)

Seconded by: \_\_\_\_\_

Upon roll call, the vote resulted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

### CERTIFICATION

I, the undersigned Clerk of Council hereby certify that the foregoing is a true and correct copy of a motion passed by the Council of the City of Trenton, the 5th day of August, 2021.

\_\_\_\_\_  
Clerk of Council



QUOTE

Prepared for: Lon Green  
IT Director  
City of Trenton, Ohio  
11 E. Shaw Street | Trenton,  
Ohio 46057

Date: 22-Jul-21  
Terms: Net 30

Project: CITY OF TRENTON Location: TRENTON, OHIO

AERIAL CONSTRUCTION ITEMS				Qty	Unit	Unit Rate	Material	Material Total	TOTAL	Total
AERIAL CONSTRUCTION TOTAL							Material	Material Total	TOTAL	Total
UNDERGROUND PRICING							Material	Material Total	TOTAL	Total
PLACE 1.25" HDPE (PLOW)				950	PER FT.	\$1.00	\$0.65	\$585.00	\$585.00	\$585.00
PLACE 1.25" HDPE AND PLACE 1.25" HDPE (PLOW)				3000	PER FT.	\$1.00	\$0.65	\$1,950.00	\$1,950.00	\$1,950.00
BURY 1.25" HDPE AND PLACE 1.25" HDPE (PLOW)				2750	PER FT.	\$1.00	\$0.65	\$1,787.50	\$1,787.50	\$1,787.50
PLACE TRACER WIRE				2750	PER FT.	\$1.00	\$0.65	\$1,787.50	\$1,787.50	\$1,787.50
PLACE FIBER MARKER POST				6	PER EA.	\$85.00	\$45.00	\$270.00	\$270.00	\$270.00
PLACE FIBER TASS				100	PER EA.	\$0.00	\$0.25	\$25.00	\$25.00	\$25.00
HAND DIG				50	PER FT.	\$45.00	\$0.95	\$47.50	\$47.50	\$47.50
PLACE 24X36X30 HANDHOLE & INTERCEPT EXISTING CONDUIT				1	PER EA.	\$555.00	\$455.00	\$1,010.00	\$1,010.00	\$1,010.00
PLACE 24X36X30 HANDHOLE				6	PER EA.	\$555.00	\$455.00	\$2,730.00	\$2,730.00	\$2,730.00
PRIVATE LOCATES				1	PER DAY	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00
TRAFFIC CONTROL				2	PER DAY	\$800.00	\$0.00	\$0.00	\$0.00	\$1,600.00
REMOVE AND REPLACE HARD SURFACE				24	PER SQ. FT.	\$66.00	\$33.00	\$792.00	\$792.00	\$2,376.00
UNDERGROUND PRICING TOTAL							Material	Material Total	TOTAL	Total
DESIGN & ENGINEERING FEES				1	PER EA.	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00
COMPLETE UG DESIGN AND PERMITTING							Material	Material Total	TOTAL	Total
DESIGN & ENGINEERING RATES TOTAL							Material	Material Total	TOTAL	Total
PREMIUM TIME LABOR RATES							Material	Material Total	TOTAL	Total
EQUIPMENT RATES - HOURLY CHARGES							Material	Material Total	TOTAL	Total
EQUIPMENT RATES - HOURLY CHARGES TOTAL							Material	Material Total	TOTAL	Total
BUILDING PRICING							Material	Material Total	TOTAL	Total
ROD AND ROPE				13	PER FT.	\$2.85	\$0.10	\$3.90	\$3.90	\$3.90
REMOVE AND REPLACE FIRE STOP AS NEEDED				2	PER EA.	\$40.00	\$10.00	\$50.00	\$50.00	\$100.00
CORE DRILL EXTERIOR WALL				2	PER FT.	\$75.00	\$18.50	\$137.00	\$137.00	\$137.00
PLACE FIRE RATED BACK BOARD				2	PER EA.	\$125.00	\$95.00	\$190.00	\$190.00	\$440.00
PULL FIBER THROUGH ISP CONDUIT				160	PER FT.	\$3.50	\$0.00	\$560.00	\$560.00	\$400.00
PLACE METAL/LB				2	PER EA.	\$975.00	\$115.00	\$230.00	\$230.00	\$590.00
BUILDING PRICING TOTAL							Material	Material Total	TOTAL	Total
SPlicing PRICING							Material	Material Total	TOTAL	Total
SPlice LOCATION PREP CHARGE/SET UP				60	PER EA.	\$56.00	\$0.00	\$3,360.00	\$3,360.00	\$3,360.00
FIBER CONTINUITY TESTING/OTDR REPORT				3	PER EA.	\$255.00	\$0.00	\$765.00	\$765.00	\$777.00
INSTALL TERM PANEL/AND INCLUDES 12X12 PISTAL AND BULKHEADS				1	PER EA.	\$550.00	\$0.00	\$550.00	\$550.00	\$550.00
ETHERNET MEDIA CONVERTER/ PATCH CABLES/ ETC.				3	PER EA.	\$55.00	\$15.00	\$945.00	\$945.00	\$1,230.00
SPlicing PRICING TOTAL							Material	Material Total	TOTAL	Total
GRAND TOTAL								\$1,050.00	TOTAL	\$7,182.00
										\$95,431.20

ASSUMPTIONS:  
ROCK ADDER: If solid rock or large dense rock formation is encountered during bore operation, the adder rate of \$2.00 per foot would apply. Approval of estimate needed.  
RE-TREAT FEE: If the job is cancelled after construction has begun due to cost overruns, a fee of \$3500.00 plus materials purchased, in addition to work completed would apply.  
All buildings involved will be accessed during normal working hours.  
FIBER: No additional material cost for fiber. If fiber provided by the customer is a single mode standard fiber.

The signature below confirms that you agree to the contract and that you have read and agreed to PrimeTech's terms and conditions.

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PrimeTech Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Remit to: PRIMETECH COMMUN FAX # 813-942-6160  
Address: 4546 MULHAUSER RD  
WEST CHESTER, OH 45911

## TERMS AND CONDITIONS

### 1. Defined Terms.

"Buyer" means the party who accepts a quote of PrimeTech for the Services or whose order for the Services is accepted by PrimeTech.

"Terms" means the terms and conditions as set forth herein.

"Contract" means an order of the Services confirmed accepted by PrimeTech which shall be subject to these Terms.

"PrimeTech" means PrimeTech Communications, Inc., an Ohio Corporation, and its successors and assigns.

"Services" means the services which PrimeTech is to supply and/or provide in accordance with these Terms and the Contract.

### 2. Terms of the Agreement.

2.1 PrimeTech shall provide and Buyer shall pay for the Services in accordance with a Contract which shall be subject to these Terms.

2.2 Unless agreed in writing between Buyer and an officer of PrimeTech, no variation to these Terms or the Contract shall be binding and any such variation shall be of no force or effect.

2.3 PrimeTech's employees or agents are not authorized to make any representations or warranties concerning the Services unless confirmed by an officer of PrimeTech in writing.

2.4 Any typographical, clerical or other error or omission in any sales literature, quotation, price list, acceptance of offer, invoice or other document or information issued by PrimeTech shall be subject to correction without any liability on the part of PrimeTech.

### 3. Specifications.

3.1 Buyer shall be responsible to PrimeTech for ensuring the accuracy of the specifications submitted by Buyer, and for giving PrimeTech any necessary information relating to the Services within a sufficient time to enable PrimeTech to perform the Contract.

3.2 The quantity, quality and description of the specification for the Services shall be those set out in the Contract.

3.3 PrimeTech reserves the right to substitute or change materials, parts, product specifications or functional attributes with products and services that meet the specifications in the Contract at any time without notice.

### 4. Services.

4.1 The Services provided by PrimeTech shall be provided subject to these Terms.

4.2 Buyer warrants that Buyer is entitled to authorize the Services at the specified location and that Buyer shall not interfere with PrimeTech's performance of the Services.

4.3 Unless otherwise specified in the Contract, PrimeTech shall have access to the specified premises without interruption during normal working hours and, to the extent not included in such hours, 8 am to 5 pm, Monday through Friday.

4.4 PrimeTech (in its sole discretion) shall have the right to stop its Services if: (i) any payment under the Contract or these Terms shall not be timely made; or (ii) Buyer or some other third party interferes with PrimeTech's good faith and proper performance of the Services.

### 5. Price of the Services.

5.1 Except as otherwise set forth in these Terms, the price for the Services will be the price reflected in the Contract. PrimeTech reserves the right to change the price quoted if it is deemed necessary due to inaccurate information.

5.2 All prices quoted are valid for 30 days only unless affirmed by PrimeTech in writing after such period.

5.3 Unless otherwise specified in the Contract, the prices do not include national, state or local excise, sales, use, value added or other taxes ("Taxes") now or hereafter levied by any governmental authority on the sale, purchase, transport or delivery of the Services. Buyer is responsible for all taxes associated with the order at the (time of the sale or thereafter). Buyer shall be responsible for reimbursement of any and all Taxes paid by PrimeTech within thirty (30) days from receiving an invoice for the same.

### 6. Terms of Payment.

6.1 PrimeTech shall be entitled to invoice Buyer for the Services in accordance with the schedule set forth in the Contract. If the Services are being provided on an hourly basis, PrimeTech may invoice Buyer at the end of each week, or if sooner, upon the completion of portions of the Services.

6.2 PrimeTech may invoice Buyer for any other amounts referenced in these Terms or the Contract once such amounts have been incurred by PrimeTech and/or are due by the terms of these Terms or the Contract, as applicable.

6.3 Each invoice shall be due in full within thirty (30) days from the invoice date unless an alternative due date is expressly set forth in the Contract, time being of the essence. All payments shall be sent to: **PO Box 531730, Cincinnati, OH 45253**. Notwithstanding, PrimeTech shall have the option of requiring a wire of the amounts due to an account designated by PrimeTech in writing or by email; provided, however, the wire fee incurred by Buyer will be deducted from such amount.

6.4 All amounts due under the Contract and/or these Terms paid after the due date for the same shall accrue interest at the rate of 1.5% per month.

6.5 For all past due accounts, PrimeTech reserves the right to forward the account to an attorney or third party collection agency for collection. In the event that the account is turned over to an attorney or third party collection agency, Buyer agrees to pay all reasonable attorney, collection fees and court costs incurred.

6.6 If Buyer fails to make any payment on the due date then, without prejudice to any other right or remedy available to PrimeTech, PrimeTech, in its sole discretion, shall be entitled to cancel the remainder of the Contract or suspend any further deliveries or services to Buyer.

6.7 If Buyer has an objection to the payment of an invoice, Buyer must raise such objection prior to the due date of the same. If Buyer fails to raise an objection to the payment of an invoice prior to its due date, Buyer shall be deemed to have waived any objection to payment of that invoice without further action.

### 7. Limited Warranty.

7.1 PrimeTech warrants that all Services will be performed in a professional and workmanlike manner in accordance with the applicable professional industry standards of diligence, care and skill then recognized in PrimeTech's industry. Any warranty claim in connection with the services must be brought within one (1) year after the completion of the applicable services.

7.2 This warranty shall not be in force and effect unless: Buyer is current with all payments due to PrimeTech; Buyer gives PrimeTech prompt notice of defective Services; and Buyer affords PrimeTech the opportunity to perform any inspection it may desire in connection with the Services.

7.3 PrimeTech's liability arising from or related to a Contract shall not exceed the applicable contract price, unless such limitation of liability is otherwise prohibited by applicable law.

7.4 IN THE EVENT OF PRIMETECH'S BREACH OF ITS WARRANTY FOR THE SERVICES, PRIMETECH'S TOTAL LIABILITY SHALL BE TO REMEDY SUCH BREACH IN SUCH MANNER AS REASONABLY DETERMINED BY PRIMETECH. IN CONNECTION WITH PRIMETECH'S SERVICES, PRIMETECH SHALL NOT BE LIABLE TO BUYER OR ANY OTHER PARTY FOR INDIRECT, CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE OR EXEMPLARY DAMAGES INCLUDING WITHOUT LIMITATION, DAMAGE TO OR LOSS OF LIFE OR OTHER EQUIPMENT AND LOSS OF PROFITS OR REVENUES, EVEN IF PRIMETECH HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

7.5 THESE WARRANTIES ARE COMPLETE AND IS IN LIEU OF ALL OTHER CONDITIONS, REPRESENTATIONS, AND WARRANTIES, EXPRESS OR IMPLIED, USAGE, CUSTOM OF THE TRADE OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. NOTWITHSTANDING ANY OTHER OR PRIOR STATEMENT, WRITTEN OR ORAL, PRIMETECH MAKES NO OTHER WARRANTIES REGARDING THE QUALITY OF ITS SERVICES, OR THE SERVICES.

## **8. Arbitration.**

8.1 Excepting a collection action by PrimeTech to collect amounts due pursuant to these Terms and/or the Contract, all disputes shall be settled by arbitration in Hamilton County, Ohio, under the rules of the American Arbitration Association. Arbitration may be commenced at any time by either party hereto giving written notice to the other party to a dispute that such dispute has been referred to arbitration under this Section 8.1. The arbitrator shall be selected by the joint agreement of the parties, but if they do not so agree within twenty (20) days after the date of the notice referred to above, each party shall select one arbitrator. The two arbitrators selected by the parties shall select a third arbitrator and the third arbitrator shall serve as the sole arbitrator. Each party shall pay its own expenses of arbitration and the expenses of the arbitrator shall be equally shared; provided, however, that if in the opinion of the arbitrator any claim for indemnification or any defense or objection thereto was unreasonable, the arbitrator may assess, as part of the award, all or any part of the arbitration expenses of the other party (including reasonable attorneys' fees) and of the arbitrator against the party raising such unreasonable claim, defense or objection. Any award rendered by the arbitrator shall be conclusive and binding upon the parties hereto; provided, however, that any such award shall be accompanied by a written opinion giving the reasons for the award. This provision for arbitration shall be specifically enforceable by the parties and the decision of the arbitrator in accordance herewith shall be final and binding and there shall be no right of appeal therefrom.

8.2 To the extent that arbitration is not allowed by law, either party may commence a civil action in a court of appropriate jurisdiction to solve such issues that arbitration is not allowed by law. Nothing contained in this Section 8 shall prevent the parties from settling any dispute by mutual agreement at any time.

## **9. General.**

9.1 Any notice of a breach of these Terms or the Contract shall be in writing addressed to that other party at its registered office or principal place of business or such other address as may at the relevant time have been notified pursuant to this provision to the party giving the notice.

9.2 In any court action to enforce these Terms and/or the Contract, the prevailing party shall be awarded all court costs and reasonable attorneys' fees incurred, including such costs and attorneys' fees incurred in enforcing and collecting any judgment.

9.3 Any waiver, permit, consent or approval of any kind or character on the part of any party of or to any breach or default by the other party shall be effective only if in writing and shall not be construed to be a waiver, permit, consent or approval of or to any succeeding breach or default or a waiver of any provision of these Terms and/or the Contract.

9.4 If any provision of these Terms is held by any competent authority to be invalid or unenforceable in whole or in part, the validity of the other provisions of these Terms and the remainder of the provision in question shall not be affected.

9.5 These Terms will be interpreted and the rights and liabilities of the parties hereto determined in accordance with the laws of the United State of America, the State of Ohio, Hamilton County, without regard to conflicts of law principles. **To the extent that arbitration is not required pursuant to Section 8 or permitted by law, each party hereby agrees to the jurisdiction and venue of any state court or federal court located within Hamilton County, Ohio. Each party waives any objection based on forum non conveniens and any objection to venue of any action instituted hereunder.**

9.6 PrimeTech shall not be responsible for any delay in performance or completion of the Services caused by circumstances outside of the control of PrimeTech or of any subcontractor, including acts of god, weather, strikes, delays in issuance of permits, or unavailability of materials.

9.7 The parties agree that each provision contained in these Terms shall be treated as separate and independent clause, and the unenforceability of any one clause shall in no way impair the enforceability of any of the other clauses herein.

9.8 If one or more of the provisions contained in these Terms shall for any reason be held to be excessively broad as to scope, activity or subject so as to be enforceable at all, such provision or provisions shall be construed by the appropriate legal authority by limiting and reducing it or them, so as to be enforceable to the extent compatible with the applicable law.

## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Marcos Nichols, City Manager

Agenda Item: Motion Authorizing the CM to enter into an agreement with Carpenter Sign Service

<b>Ordinance/Resolution/Motion</b> <i>Motion</i>	1st Reading Date: 2nd Reading Date: 3rd Reading Date: Motion Date: 08/05/2021 Resolution Date: Public Hearing Date:	<b>Strategic Goals</b> Connected Community Economic Vitality Operational Excellence Strong & Secure Neighborhoods General Operations
<b>Contract</b>	Contract Required:	Additional Document(s) Attached:
<b>Fiscal Impact</b>	Budgeted: Yes	
	Expenditure: \$30,759.00	
	Source Funds: Gen 011-1907-5-3102	

### Policy Issue

Does City Council wish to adopt the Motion authorizing the City Manager to enter into an agreement with Carpenter Sign Service for the purchase and installation of the electronic message center?

### Policy Alternative

City Council can choose to not approve the Motion. Council could select an alternate contractor, reject all quotes, ask for new quotes or simply choose not to do the project altogether.

### Staff Recommendation

Staff recommends that Council approve the Motion authorizing the City Manager to enter into an agreement with Carpenter Sign Service for the purchase and installation of the electronic message center.

### Statutory/Policy Authority

- Article III, Legislative Action, of the Charter of the City of Trenton.
- Chapter 208.02 Contracting Authority and Procedures
- Charter Section 7.04 Contracting Procedures

### Fiscal Impact Summary

Three quotes were received, the middle quote was selected based on the product design.

### Background Information

- Carpenter Sign Service - \$30,759
- Triangle Sign Co. - \$31,309
- Sign Connection - \$25,830

### Attached Information

- Quote

**A MOTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CARPENTER SIGN SERVICE, FOR THE PURCHASE AND INSTALLATION OF AN ELECTRONIC MESSAGE CENTER, AT A COST OF NOT TO EXCEED THIRTY THOUSAND, SEVEN HUNDRED AND FIFTY-NINE DOLLARS, AND FURTHER AUTHORIZING THE CITY MANAGER TO SIGN ALL REQUIRED DOCUMENTS RELATED THERETO.**

Motioned by \_\_\_\_\_ authorizing the City Manager to enter into an agreement with Carpenter Sign Service for the purchase and installation of an electronic message center, and further authorizing the City Manager to sign all required documents related thereto.

Seconded by: \_\_\_\_\_

Upon Roll Call, the Vote Resulted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

CERTIFICATION

I, the undersigned Clerk of Council, hereby certify that the above motion is a true and correct copy as passed by the Council of the City of Trenton on the \_\_\_\_ day of \_\_\_\_\_, 2021, and at least a majority of the elected voted in the affirmative on said motion.

\_\_\_\_\_  
Clerk of Council





Carpenter Sign Service  
PO BOX 682  
Miamitown OH 45041  
513-381-7915  
carpentersigns.com

# Quote

Date	Quote #
7/15/2021	Q1146

Customer:
City of Trenton 11 East State St. Trenton, OH 45067 ATT:SHARON LEICHMAN

Rep	Project
CB	

Description	Qty	Total
Monument Sign DF illuminated sign cabinet / flat polycarbonate faces with Translucent Vinyl Lettering Aluminum skirting pole cover with high performance vinyl logo - double sided Per Drawing		4,890.00T
Electronic Message Center WATCHFIRE 10mm RGB Double Face Displays - See MFR Specs 3' x 6'		23,269.00T
Crane & Service Truck Set Pole / Stub Out Electric to be ran by others / Return trip to set the sign / Wire to electric ran by others - City to excavate hole / provide concrete for sign footer		2,400.00T
Permit Acquisition ( Staff Time & Licenses) - Permits to be billed at cost		200.00

Notes

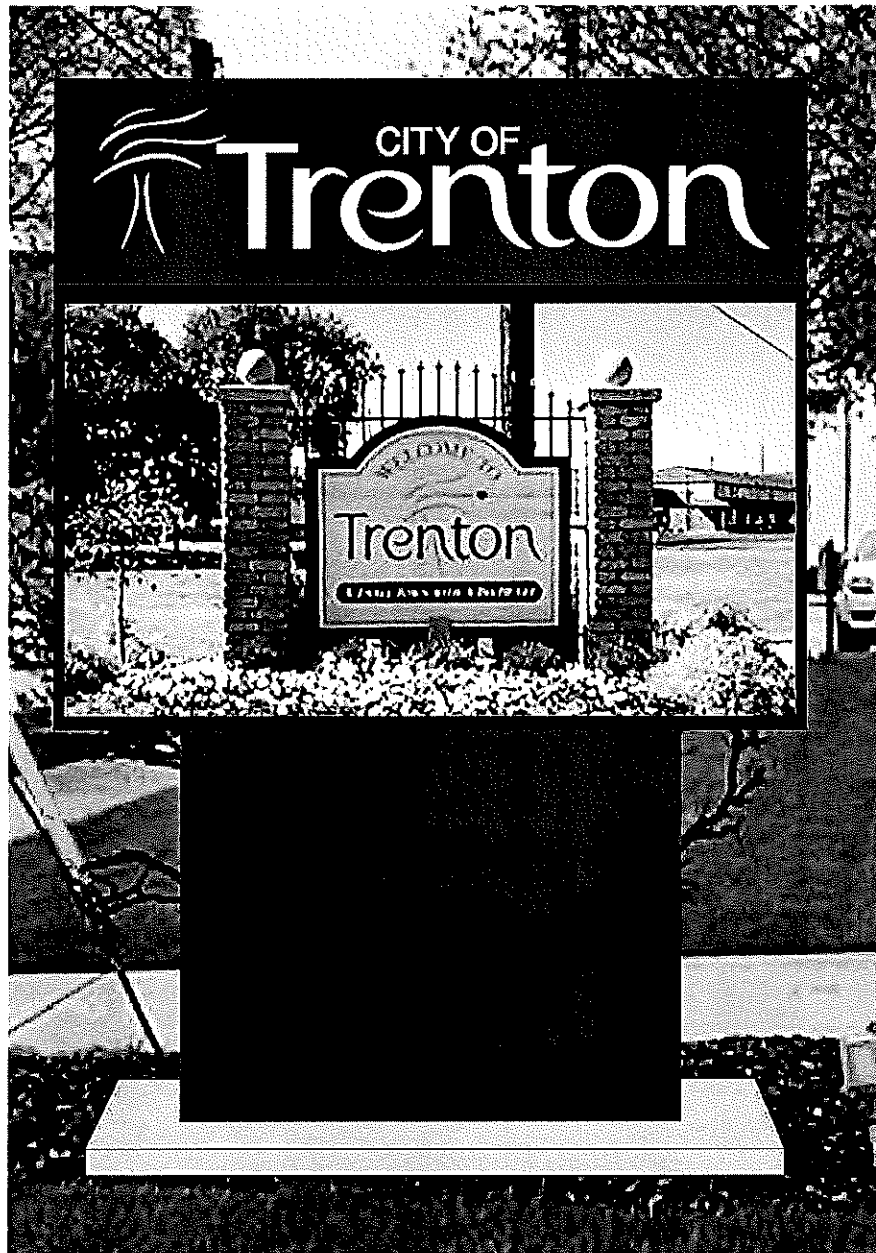
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$30,759.00

**All projects require a 50% deposit to begin - balance due upon completion**

All materials are to be specified as above. All work to be completed in a workmanlike manner according to local building / sign codes. Any alteration or deviations from above involving extra costs will be executed only upon written order and will become an extra charge above original quote. All install quotes are based on having good access for employees and equipment for the entire scope of the project. Excavation quotes may be subject to change based on issues that may arise with location and underground utilities not visible in the field.

<b>Acceptance of Proposal : The above prices, specifications and conditions outlined in this estimate are accepted. You are authorized to do work as specified and payment will be made as outlined above</b>	<b>Signature</b> _____
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**Quote is valid for 30 days**





## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Michael E. Engel, Treasurer

Agenda Item: Then and Now Certificate for OKI Regional Council of Governments

<b>Ordinance/Resolution/Motion</b> <i>Motion</i>	1 <sup>st</sup> Reading Date:	<b>STRATEGIC GOALS</b> Connected Community <b>Economic Vitality</b> Operational Excellence Strong & Secure Neighborhood <b>General Operations</b>
	2 <sup>nd</sup> Reading Date:	
	3 <sup>rd</sup> Reading Date:	
	Motion Date: 8-5-21	
	Resolution Date:	
	Public Hearing Date:	
<b>Contract</b>	Contract Required: No	Additional Document(s) Attached:
<b>Fiscal Impact</b>	Budgeted: Yes	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report.</i>
	Expenditure: \$3,764.62	
	Source Funds: General Fund	

### Policy Issue

Does City Council wish to adopt (LEGISLATION DOING WHAT?) This Then and Now Certificate corrects the oversight of issuing the PO after the Invoice was dated.

### Policy Alternative

City Council can choose to not approve (WHAT), and (WHAT WILL OCCUR IF THEY CHOOSE NOT TO APPROVE THE LEGISLATION – IS THERE SOMETHING ELSE THEY COULD DO?). If Council chooses not to approve this it would be a non-compliance item in the Audit.

### Staff Recommendation

Staff recommends that Council receive this report and adopt the necessary Motion.

### Statutory/Policy Authority

- ORC and Ordinances of the City of Trenton.

### Fiscal Impact Summary

This will be an expense to the General Fund Economic Development Department

### Background Information

When an Invoice is received prior to the PO being done, it is a non-compliance item. The Then and Now certificate corrects that item after the fact. Any Then and Now's in the amount of \$3,000 or above are required to be brought to Council for review and approval.

### Attached Information

- Then and Now request

## MOTION

**A MOTION AUTHORIZING THE CITY MANAGER TO PAY FOR THE CITY OF TRENTON'S SHARE OF OKI REGIONAL COUNCIL OF GOVERNMENT'S FY JULY 1, 2021 THROUGH JUNE 30, 2022 BUDGET, PAYABLE TO BUTLER COUNTY TREASURER, OKI FUND, AT A COST OF \$3,764.62 AND FURTHER, AUTHORIZING THE TREASURER TO APPROVE THE THEN AND NOW CERTIFICATE RELATED THERETO IN COMPLIANCE WITH AND PURSUANT TO OHIO REVISED CODE SECTION 5705.41(D) AND CITY OF TRENTON RESOLUTION NO. 09-2012.**

Motioned by \_\_\_\_\_ authorizing the City Manager to pay for the City of Trenton's share of OKI Regional Council of Government's FY July 1, 2021 through June 30, 2022 budget, payable to Butler County Treasurer, OKI Fund, at a cost of \$3,764.62 and further authorizing the Treasurer to approve the Then and Now Certificate related thereto in compliance with and pursuant to Ohio Revised Code Section 5705.41(D) and City of Trenton Resolution No. 09-2012. The cost of \$3,764.62 will be charged to the General Fund Economic Development Department.

Seconded by: \_\_\_\_\_

Upon Roll Call, the Vote Resulted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

## CERTIFICATION

I, the undersigned Clerk of Council, hereby certify that the above motion is a true and correct copy as passed by the Council of the City of Trenton on the \_\_\_\_ day of \_\_\_\_\_, 2021 and at least a majority of the elected voted in the affirmative on said motion.

\_\_\_\_\_  
Clerk of Council  
Laura Daley

## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Planning and Zoning-Bill Jones

Agenda Item: Appointment of new Board of Zoning Appeals to fill vacant seat.

<b>Ordinance/Resolution/Motion</b> <i>Resolution</i>	1 <sup>st</sup> Reading Date: 2 <sup>nd</sup> Reading Date: 3 <sup>rd</sup> Reading Date: Motion Date: 08-05-21 Resolution Date: Public Hearing Date:	
<b>Contract</b>	Contract Required: No	Additional Document(s) Attached: Ryan Prewitt and Teri Nichols resumes
<b>Fiscal Impact</b>	Budgeted: NO	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report.</i>
	Expenditure: NONE	
	Source Funds: NONE	

### Policy Issue

We have a vacant seat on the Board of Zoning Appeals created by the requested resignation of Aaron Nichols. We need a person selected to fill out the board of 5.

### Policy Alternative

None.

### Staff Recommendation

Staff at this point has no recommendations. Both Ryan and Teri would make good additions to the board.

### Statutory/Policy Authority

- Title Eight- Boards and Commissions/Chapter 268 – Board of Zoning Appeals

### Fiscal Impact Summary

No fiscal impact to the City of Trenton.

### Background Information

None.

### Attached Information

- Ryan Prewitt Resume and Teri Nichols Resume

## Motion

MOTION TO APPROVE THE APPOINTMENT OF RYAN PREWITT TO THE BOARD OF ZONING APPEALS TO FILL VACANCY ON THIS BOARD.

Moved by \_\_\_\_\_ to approve the appointments of Ryan Prewitt to the Board of Zoning Appeals.

Seconded by: \_\_\_\_\_

Upon roll call, the vote resulted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

### CERTIFICATION

I, the undersigned Clerk of Council hereby certify that the foregoing is a true and correct copy of the motion as passed by the Council of the City of Trenton, this 5th day of August, 2021.

\_\_\_\_\_  
CLERK OF COUNCIL

# RYAN PREWITT

439 Martin Ct, Trenton, OH, 45067    (513) 532-6460    [r.prewitt08@gmail.com](mailto:r.prewitt08@gmail.com)

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## WORK EXPERIENCE

Fischer Homes, Cincinnati, OH

Field Manager, Jul 2019 – Present

- Schedule trade partners and oversee work performed on 20+ homes under construction on a daily basis.
- Negotiate and pay invoices on a weekly basis for all trade partners.
- Provide customers and management with weekly progress reports on every home under construction.

One Stop Rental, West Chester, OH

Driver, Apr 2017 – Jul 2019

- Delivered tools and equipment to home builders, homeowners, and businesses.
- Communicated with customers regarding the proper use and care of rental equipment.
- Set up rental equipment in homes that were in different stages of construction.

United States Air Force, Barksdale AFB, LA

Services Specialist, Feb 2011 – Apr 2017

- Managed the Barksdale Air Force Base fitness assessment team, which assessed over ten thousand enlisted and commissioned members yearly.
- Supervised 3 dining facility shifts, properly managing time and personnel to ensure a meal was prepared and served on time.
- Provided superior customer service to hundreds of customers on a daily basis.

## EDUCATION

Southern New Hampshire University

Manchester, NH

*Completed coursework towards M.B.A. Project Management*

University of Arizona – Global Campus

San Diego, CA

*B.A. Business Management (Jan 2017)*

## VOLUNTEER

Lighting Coordinator

Stratford Heights Church of God

Middletown, OH



**Teresa Nichols**

819 Harbor Place ♦ Trenton, OH 45067

513-907-0120 ♦ [teresa.nichols2@waldenu.edu](mailto:teresa.nichols2@waldenu.edu) ♦ [www.linkedin.com/in/teresalnichols/](http://www.linkedin.com/in/teresalnichols/)

**Research | Technology | Problem-solving**

Seeking a Board Member position for the Trenton, Ohio Board of Zoning Appeals, where I can observe and contribute to local economic development.

**Work Experience**

***Ohio Plan, Inc, Montgomery, Ohio – Web Marketing Manager (06/2020 – 6/2021)***

Contributing web marketing requirements to a team that insures over 800 entities in the State of Ohio

- Maintain and update Ohio Plan website and online member portal at <https://ohioplan.com>
- Attend events included strategic planning sessions and board meetings
- Take photos for use in marketing materials
- Communicate with members and other stakeholders to approve access to events and the member portal • Updating client database

***Reveal Marketing, Cincinnati, Ohio - Web & Marketing Partner (1/2009 - Present)***

Providing strategic online and traditional marketing support and analytics for businesses in several industries

- Work closely with business owners, managers, graphic designers, and developers to implement marketing programs
- Strengthen web strategies with improvements to messages and functionality
- Build websites to client specifications including custom features (i.e., ecommerce and learning management)
- Utilizing search engine optimization and analytics to improve effectiveness

***Chrysler Dodge, Evans/Gollings, Dayton, Ohio – Web Marketing Manager (7/2012 - 11/2013)***

Strategically managed website, social media, and online listings; created an Internet presence in cooperation with all departments, increased traffic and produced sales

- Collaborated with *Autotrader.com*, *Google*, *Dealer.com*, *L2T*, *Cars.com* and *Dealerspecialities.com*, *Chrysler Digital*
- Added 35% more traffic to company website by updating content and search engine optimization techniques
- Launched YouTube campaign “1 of the 1st” for 2014 vehicles (over 100,000 views)
- Built blog with 44 posts and over 4500 views ([www.evansarena.blogspot.com](http://www.evansarena.blogspot.com))
- Managed Chrysler Reputation Management initiatives (attended training in July of 2013)
- Created marketing plans, reviewed results, and reallocated funds to maximize return on investment

**ReachLocal & Yell Global, Cincinnati/Dayton, Ohio - Sales/Service Associate (4/2011 - 7/2012)**

- Earned 25 new clients, some of which were acquired from primary competitors
- Monitored and updated ad campaigns for 7 clients, total spend of over \$10,000/month
- Built \$25,000 book of business; placed in Top 3 of 12 consultants
- Updated client websites to improve paid keyword campaigns and site performance

**MeadWestvaco, Kettering, Ohio - Master Data & Sales Assistant (6/2010 - 4/2011)**

- Reported to the Manager of Sales Technology and Data to assist with projects as needed
- Provided administrative support to the Master Data Analyst to update and digitize tax files
- Offered administrative support to School & Office Products Sales Team (including the Vice President of Sales)

**Related Technology**

Mac & Windows Operating Systems; Microsoft Office Suite; Omniture SiteCatalyst; Search Engine Optimization; Search Engine Marketing; Google Analytics and Ads; A/B Testing; Keyword Research; Java; HTML; CSS; Contact Management; Google Gmail; Google Drive; SQL, E-mail Marketing, webinars, customer relationship management and content management

**Education & Professional Development**

**Doctor of Public Administration candidate**, December 2022, Walden University, Minneapolis, MN

**Advanced Google Analytics and Online Training and Certification**, 2020, Google (online)

**Lean Six Sigma Black Belt**, 2014 - Breakthrough Performance Group, Cincinnati, OH

**Master of Business Administration**, 2004 - Miami University, Oxford, OH

**Bachelor of Business**, 2003 - Miami University, Hamilton, OH – (Excellence in Accounting Award)

**Bachelor of Science in Communication**, 2000 - University of Cincinnati, Cincinnati, OH

**Community Involvement**

2020 - Online Advertising Advisor for Pathway to Hope Pregnancy Care Center

2016 - 2020 - Executive Team of the Union Centre Boulevard Merchant Association

2015 - 2020 - Board member for Caring Like Karen ([caringlikekaren.org](http://caringlikekaren.org))

2014 - 2017 - Member, Cincinnati Senior Connections

2005 - 2013 - Founder, MentorConnect, high school/college mentorship program

2013 - Raised \$2,000 for Northmont High School Athletic & Music Programs through Ram Gridiron Challenge

## **Motion**

MOTION TO APPROVE THE APPOINTMENT OF TERESA NICHOLS TO THE  
COMMUNITY IMPROVEMENT CORPORATION (CIC) TO FILL VACANCY ON THIS BOARD.

Moved by \_\_\_\_\_ to approve the appointment of Teresa Nichols to the Board of Community  
Improvement Corporation (CIC) to fill vacancy on this board.

Seconded by: \_\_\_\_\_

Upon roll call, the vote resulted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

### CERTIFICATION

I, the undersigned Clerk of Council hereby certify that the foregoing is a true and correct copy of the  
motion as passed by the Council of the City of Trenton, this 5th day of August, 2021.

\_\_\_\_\_  
CLERK OF COUNCIL

## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Bill Jones-Planning and Zoning

Agenda Item: Sign Code amendment

<b>Ordinance/Resolution/Motion</b> <i>Ordinance</i>	1 <sup>st</sup> Reading Date: July 15, 2021 2 <sup>nd</sup> Reading Date: Aug 5, 2021 3 <sup>rd</sup> Reading Date: August 19, 2021 Motion Date: Resolution Date: Public Hearing Date:	<b>Strategic Goals</b> Connected Community Economic Vitality  Operational Excellence Strong & Secure Neighborhoods General Operations
<b>Contract</b>	Contract Required:	Additional Document(s) Attached:
<b>Fiscal Impact</b>	Budgeted: No Expenditure: none Source Funds: na	<i>Ordinance</i>

### Policy Issue

In creating our newly adopted sign code, we omitted a section of the old code that dealt with "directional or informational" signs. These are the type of signs that are on commercial or industrial properties that are not advertising but as named, informational or directional like "enter here", "service →", "parking", etc. These signs are not to have advertising logos and the like, just directing people or giving information about the property.

### Policy Alternative

Currently, we have no mention of directional or informational signs so they cannot be permitted. If Council does not pass this amendment, businesses cannot use directional signs.

### Staff Recommendation

Staff recommends that this amendment be passed.

### Statutory/Policy Authority

- Article III, Legislative Action, of the Charter of the City of Trenton.

### Fiscal Impact Summary

There will be no fiscal impact to the City.

### Background Information

See Policy Issue above.

### Attached Information

- Proposed City Ordinance.

ORDINANCE NO. \_\_\_\_\_ -2021

**AN ORDINANCE AMENDING SECTION 826.03 OF THE CODIFIED ORDINANCES OF THE CITY OF TRENTON, OHIO.**

**WHEREAS**, it is the desire of City Administration to amend the codified ordinances as it relates to sign regulations within the City of Trenton; and

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TRENTON, OHIO:**

**SECTION 1:** That Section 826.03 of the Code of Ordinances of the City of Trenton, Ohio is hereby deleted in its entirety and replaced with that set forth on Exhibit A, attached hereto and made a part hereof.

**SECTION 2:** That this Ordinance shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

Effective Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Calvin Woodrey, Mayor

**CERTIFICATE**

I, the undersigned Clerk of Council for the City of Trenton, Ohio, Ohio, hereby certify that the foregoing Ordinance No. \_\_\_\_\_ is a true and correct copy as passed by the Council of the City of Trenton, Ohio on the \_\_\_\_ day of \_\_\_\_\_, 2021 and that at least a majority of the elected members voted in the affirmative on said motion.

\_\_\_\_\_  
Clerk of Council

## EXHIBIT A

### 826.03 Definitions.

For the purpose of this chapter, certain words and phrases shall have meanings respectively ascribed to them below:

- (a) "Building." Any improvement to real estate having a roof and requiring a foundation.
- (b) "Direction/Information Sign." An on-premises sign giving vehicular or pedestrian directions, instructions or facility information, which does not contain promotional, marketing or advertising copy (e.g. "In," "Enter," "Parking," "Out," "Exit," "Employees Only," "Use Side Door," etc).
- (c) "Face." Any surface of a sign having communicative content in the form of words, numbers, graphics or symbols, whether or not divided into multiple sections.
- (d) "Frontage" or "Street Frontage."
  - i. The yard between a building and a public street; or
  - ii. The length of the lot line of a particular parcel which is contiguous to the right-of-way of a particular public street.
- (e) "Hardship." A situation in which the strict application of this chapter upon a specific property would result in a restriction on the use of such property, which is inconsistent with the intent of this chapter, is likely to substantially and unjustifiably diminish the utility of the subject property, and was not caused or permitted by either the current property owner or the person currently in possession.
- (f) "Message Area." The total area of a face of a sign bearing a message, either in words or graphics. "Message Area" includes the sign frame or other support structure only to the extent that the frame or structure divides the "Message Area" into multiple areas or sections. When a sign is created by the attachment or painting of lettering or graphics on a wall or other structure, and there is no distinct border separating the message area surface from the surface of the wall or other structure, the "Message Area" shall be the smallest rectangle which could be drawn to enclose the message, including any area of background color specially related to the message. Only one side of a double-faced sign shall be considered "Message Area."
- (g) "Parcel." A single legal lot or multiple contiguous legal lots under the same legal ownership or possession, and under the same use.
- (h) "Setback." The minimum linear distance between a sign, building or structure and (1) the right-of-way line of public street; or (2) the side lot line of an adjacent parcel.
- (i) "Sign." The surface, frame and support structure upon which there is any visible representation of words, numbers, graphics or symbols.
- (j) "Structure." Any permanent improvement to real estate which is not a building and which is designed or used for any purpose other than, or in addition to supporting a sign.
- (k) "Temporary Sign." A sign displayed for a fixed, terminable length of time (for signs in Non-Residential Zoning Districts, no more than ninety (90) days). Temporary signs are intended to be removed after the temporary purpose has been served.

ORDINANCE NO. \_\_\_\_\_ -2021

**AN ORDINANCE AMENDING SECTION 826.08 OF THE CODIFIED ORDINANCES OF THE CITY OF TRENTON, OHIO.**

**WHEREAS**, it is the desire of City Administration to amend the codified ordinances as it relates to sign regulations within the City of Trenton; and

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TRENTON, OHIO:**

**SECTION 1:** That Section 826.08 of the Code of Ordinances of the City of Trenton, Ohio is hereby deleted in its entirety and replaced with that set forth on Exhibit A, attached hereto and made a part hereof.

**SECTION 2:** That this Ordinance shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

Effective Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Calvin Woodrey, Mayor

**CERTIFICATE**

I, the undersigned Clerk of Council for the City of Trenton, Ohio, Ohio, hereby certify that the foregoing Ordinance No. \_\_\_\_\_ is a true and correct copy as passed by the Council of the City of Trenton, Ohio on the \_\_\_\_ day of \_\_\_\_\_, 2021 and that at least a majority of the elected members voted in the affirmative on said motion.

\_\_\_\_\_  
Clerk of Council



## EXHIBIT A

### 826.08 Signs Not Requiring a Permit

The following signs or activities do not require a sign permit. Each sign exempted from the permit process shall still comply with any applicable safety, height, area, and locational standards established in this chapter (not including Section 826.10, which shall not apply to signs not requiring a permit under this Section 826.08), unless otherwise noted in this Section 826.08.

- (a) Signs and/or notices issued by any court, officer, or other person in performance of a public duty;
- (b) Signs required by local, state or federal law;
- (c) Street numbers;
- (d) Sign face changes where there is no change to the structure including change in sign area, height, or alteration of sign cabinet, if applicable (e.g., replacement of a sign face, repainting of a sign face, etc.);
- (e) Temporary signs that are exempted pursuant to Section 826.11(b)(ii);
- (f) Change of copy of signs with changeable copy;
- (g) General maintenance, painting, repainting, cleaning and other normal maintenance and repair of a sign or any sign structure unless a structural change is made that results in anything more than a minor modification;
- (h) Window Signs in Residential Zoning Districts; and
- (i) Window signs in Commercial, Industrial, or Office Zoning Districts that do not occupy more than fifty-percent (50%) of the window area. See Figure 826-F for locations used in the calculation of the sign area. The sign area is based on the window and door area, regardless of the presence of an awning.



(Figure 826-F. The window area is illustrated within the dashed line area for the two (2) storefronts)

- (j) Direction/Information Signs that satisfy all of the following requirements:
- i. Maximum sign area: six square feet per sign face.
  - ii. Maximum sign height: four feet.
  - iii. Setback: Setback at least 10 feet from any side lot line and five feet from any street right-of-way line provided that the sight distance is maintained.

## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Marcos Nichols, City Manager

Agenda Item: An Ordinance repealing Section 870.05 Special Event Permit of the Code of Ordinances.

<b>Ordinance/Resolution/Motion</b> <i>Ordinance</i>	1 <sup>st</sup> Reading Date: 8-5-21	<b>Strategic Goals</b> Connected Community Economic Vitality <u>Operational Excellence</u> Strong & Secure Neighborhoods <u>General Operations</u>
	2 <sup>nd</sup> Reading Date: 8-19-21	
	3 <sup>rd</sup> Reading Date: 9-2-21	
	Motion Date:	
	Resolution Date:	
	Public Hearing Date:	
<b>Contract</b>	Contract Required: N/A	Additional Document(s) Attached:
<b>Fiscal Impact</b>	Budgeted: N/A	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report.</i>
	Expenditure: N/A	
	Source Funds: N/A	

### Policy Issue

Does City Council wish to adopt an Ordinance that will eliminate the Section regarding Administrative Secretary?

### Policy Alternative

City Council can choose to not approve the ordinance and keep the Section regarding Special Event Permits. The current code language dictates a specific process that must be followed for any activity that involves City property and 10 people or more. City Council can choose to amend the language and keep the Section in the code.

### Staff Recommendation

Staff recommends that Council receive this report and adopt the necessary Ordinance to eliminate the Special Event Permit Section of Code.

### Statutory/Policy Authority

- Article III, Legislative Action, of the Charter of the City of Trenton.

### Fiscal Impact Summary

This has no fiscal impact. This is eliminating language specifically regarding the special event permit process.

### Background Information

In moving our paper forms to completely paperless and utilizing the website more for automation, staff found that for a shelter reservation for a 2 year old's birthday party of 10 or more people – it requires the approval of the Police Chief, Fire Chief, Service Director, and City Manager. To ensure that the City is utilizing LEAN process improvement practices, with various operational processes – staff's recommendation is to repeal this section.

### Attached Information

- Red-Lined Language.

**ORDINANCE NO. \_\_-2021**

**AN ORDINANCE REPEALING SECTION 870.05 SPECIAL EVENT PERMIT OF THE CODE OF ORDINANCES.**

**WHEREAS**, it is the desire of City Administration and City Council to repeal the Section of Code that references a Special Event Permit; and

**WHEREAS**, after reviewing the Code, it was determined this language was unnecessary, as this permit is too restricting and does not allow the day-to-day operational flexibility; and

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TRENTON, OHIO:**

**SECTION 1:** That Section 870.05 of the Code of Ordinances of the City of Trenton, Ohio is hereby repealed.

**SECTION 2:** That this ordinance shall take effect and be in full force from and after the earliest period allowed by law.

PASSED \_\_\_\_\_  
AYES \_\_\_\_\_ NAYS \_\_\_\_\_  
ABSENT \_\_\_\_\_  
First Reading \_\_\_\_\_  
Second Reading \_\_\_\_\_  
Third Reading \_\_\_\_\_

Calvin Woodrey \_\_\_\_\_  
Mayor  
Rules Suspended  
AYES \_\_\_\_\_  
ABSENT \_\_\_\_\_

ATTEST:

Laura Daley \_\_\_\_\_  
Clerk of Council

**CERTIFICATE**

I, the undersigned Clerk of Council, hereby certify that the above Ordinance is a true and correct copy as passed by the Council of the City of Trenton on the \_\_\_\_ day of \_\_\_\_\_, 2021 and that at least a majority of the elected members voted in the affirmative on said motion.

\_\_\_\_\_  
Clerk of Council

## **870.05 SPECIAL EVENT PERMIT.**

~~—(a) Whenever a person, party or other entity desires to use City property for purposes of a special event, parade, celebration or other activity involving the property of the City and more than ten people, a special event permit shall be completed and submitted to the City Manager at least ten business days prior to the event occurrence.~~

~~—(b) The special event permit will be submitted to the City Manager, Chief of Police, Fire Chief and Service Director for approval. Final approval rests solely with the City Manager, who shall review the permit application and approve or reject said application at least five business days prior to the event occurrence.~~

~~—(c) No fee shall be charged for this permit.~~

~~—(d) No special event shall occur without a special event permit required under this section submitted and approved as required above.~~

~~—(e) Whoever violates this section shall be subject to the penalties provided in Section 870.99.~~

~~(Ord. 23-2001. Passed 6-21-01.)~~

## City Council Meeting Staff Report

Report to: The Honorable Mayor Calvin Woodrey & Members of the City Council

Report From: Bill Jones

Agenda Item: Approval of Final Replat-Mapleview Section 4-B

<b>Ordinance/Resolution/Motion</b> <i>Ordinance</i>	1 <sup>st</sup> Reading Date: 08-05-2021 2 <sup>nd</sup> Reading Date: done by emergency-waive three readings 3 <sup>rd</sup> Reading Date: Motion Date: Resolution Date: Public Hearing Date:	
<b>Contract</b>	Contract Required: na	Additional Document(s) Attached: Original record plat, Plat of Section Line survey, Replat Mapleview 4B and 07-22-21 PC meeting minutes
<b>Fiscal Impact</b>	Budgeted: no	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report.</i>
	Expenditure: no	
	Source Funds: no	

### Policy Issue

This is the final Replat for Mapleview 4B .

### Policy Alternative

None.

### Staff Recommendation

Staff recommends approval of the final Replat. Please see background information section.

### Statutory/Policy Authority

1206.22 CITY COUNCIL APPROVAL – “When the developer and their engineer have completed all the required steps, the plat may be submitted for consideration by the City Council. Upon approval by the City Council, the final plat shall be executed by the City Engineer, with confirmation of Council action by the Clerk of Council. Thus to be valid and in legal form for recording, a final plat shall bear the signatures of the City Engineer and the Clerk of Council.”

### Fiscal Impact Summary

None.

### Background Information

There was a boundary dispute between Mapleview 4B and north Madison Township neighbor Zachary Potter. The dispute went to court and the BC engineer's Office was ordered to survey the line between Mapleview 4b (in Trenton) and Zachary Potter (in Madison), the boundary called a Section line. It was found that the original record plat was wrong and the Plat of Section Line Survey by the BC Engineer's Office pointed out the true position of the Section Line. The Developers were required to file for a



Staff Report  
August 5, 2021

Replat of Maplevue 4B. On 07-22-2021, the Planning Commission reviewed the Replat and made a recommendation to Council to approve.

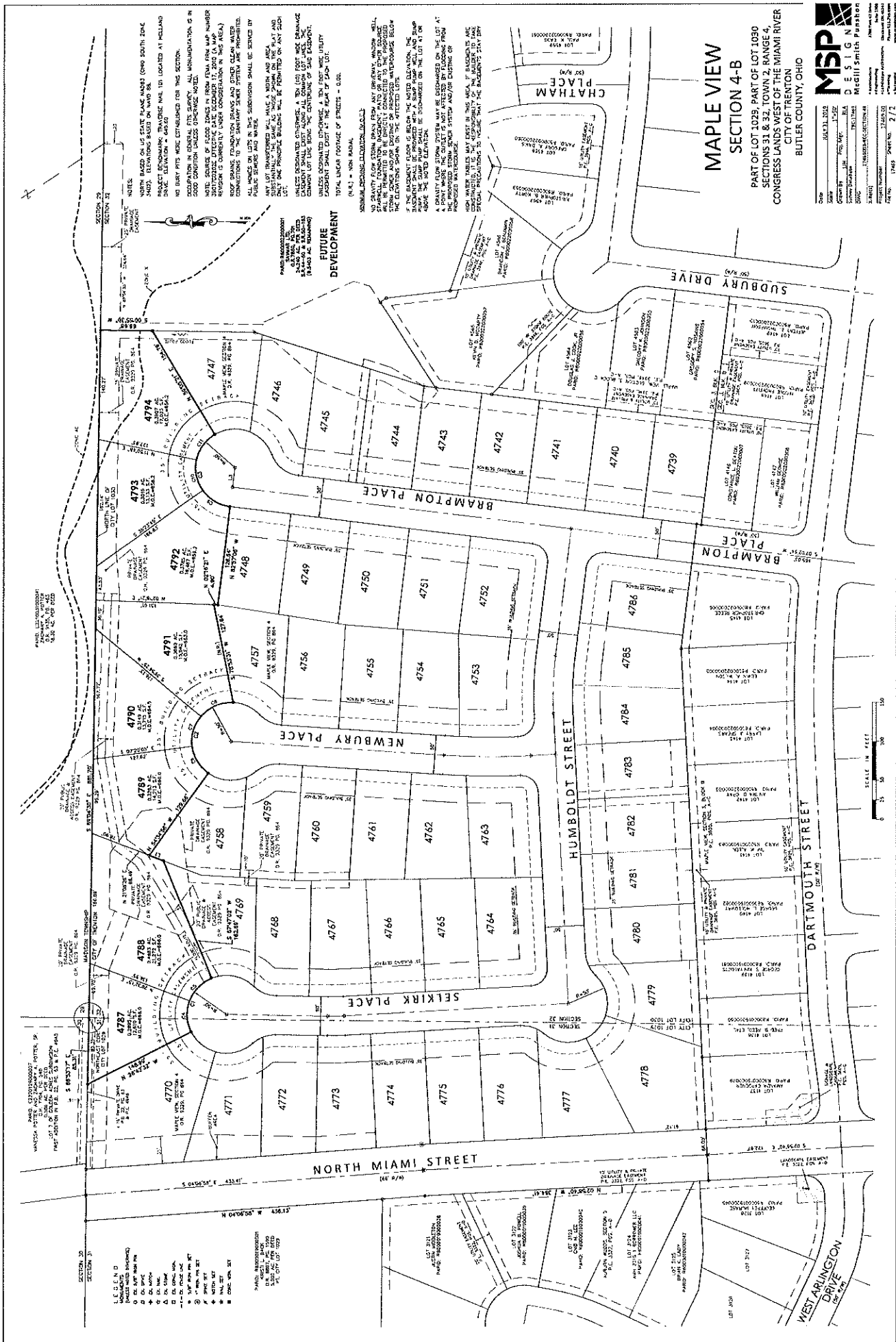
**Attached Information**

- Mylar drawings of the final plat.

Bill Jones  
Planning and Zoning Administrator







MAPLE VIEW  
SECTION 4-B

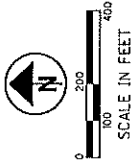
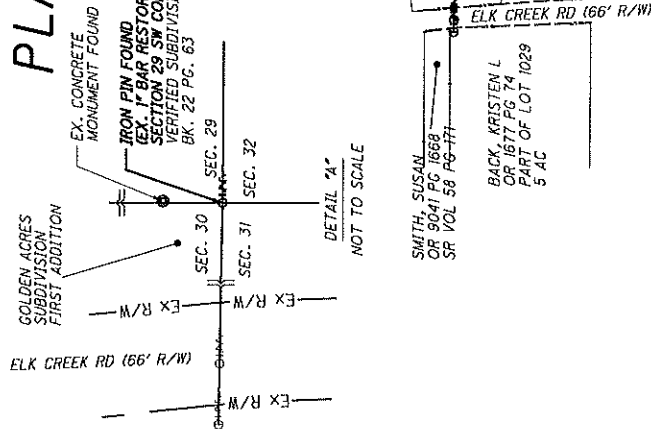
PART OF LOT 1029, PART OF LOT 1030  
SECTIONS 31 & 32, TOWN 2, RANGE 4,  
CONGRESS LANDS WEST OF THE MIAMI RIVER  
CITY OF TRENTON  
BUTLER COUNTY, OHIO

**MSP**  
DESIGN  
McMill Smith Partners  
10000 W. 12th Ave., Suite 100  
Trenton, OH 45424  
Phone: 937.233.1111  
Fax: 937.233.1112  
www.mspdesign.com

NOTES:  
1. NORTH BASED ON U.S. STATE PLANE HORIZ (OHIO SOUTH ZONE)  
2. ELEVATIONS BASED ON NAVD 83  
3. ELEVATION OF CORNER NAIL IS LOCATED AT HOLLAND  
DRIVE ELEVATION 4.000' MSL  
4. NO BURIED PITS ARE CALLED FOR IN THIS SECTION.  
5. OCCUPATION IN GENERAL FITS SURVEY. ALL MONUMENTATION IS IN  
GOOD CONDITION UNLESS OTHERWISE NOTED.  
6. NOTE: SOURCE OF FLOOD ZONES IS FROM FEMA FIRM MAP NUMBER  
17000C0210A. FLOOD ZONES ARE SHOWN IN RED. FLOOD ZONE  
REVISION IS CURRENTLY UNDER CONSIDERATION IN THIS AREA.  
7. ROOF DRAINING, FOUNDATION DRAINAGE AND OTHER CLEAN WATER  
CONNECTIONS TO THE SANITARY SEWER SYSTEM ARE PROHIBITED.  
8. ALL SEWER LINES IN THIS SUBDIVISION SHALL BE SERVED BY  
A SANITARY SEWER SYSTEM.  
9. ANY LOT TRANSFERRED SHALL HAVE A WITHIN AREA  
SUBSTANTIALLY THE SAME AS INDICATED ON THE PLAT AND  
THESE ARE THE ONLY REQUIREMENTS FOR THE PLAT AND  
LOT. THE PROPOSED ELEVATIONS SHALL BE PERMITTED ON ANY LOT.  
10. UNLESS OTHERWISE INDICATED, A TEN (10) FOOT WIDE DRAINAGE  
EASEMENT SHALL BE PROVIDED TO THE SANITARY SEWER SYSTEM  
CHANGING LOT LINE, THE ELEVATION OF THE SANITARY SEWER  
UNLESS OTHERWISE INDICATED, A TEN (10) FOOT WIDE UTILITY  
EASEMENT SHALL DUST AT THE REAR OF EACH LOT.  
11. TOTAL LINEAR FOOTAGE OF EASEMENTS = 0.00.  
12. (N.A.) = NOT AVAILABLE.  
13. MINIMUM DESIRED ELEVATION (M.D.E.)  
14. NO DRAINAGE FLOW SHALL BE ALLOWED FROM ANY DRIVEWAY, WALKWAY, WELL,  
OR OTHER STRUCTURE TO THE SANITARY SEWER SYSTEM. THE PROPOSED  
ELEVATIONS SHALL BE DIRECTLY CONNECTED TO THE PROPOSED  
SANITARY SEWER SYSTEM. THE ELEVATION SHALL BE THE ELEVATION OF THE  
SANITARY SEWER SYSTEM.  
15. IF THE ELEVATION IS BELOW THE NOTED ELEVATION, THE  
PROPOSED ELEVATION SHALL BE PROVIDED TO A SANITARY SEWER SYSTEM  
AND THE ELEVATION SHALL BE THE ELEVATION OF THE SANITARY SEWER  
SYSTEM.  
16. A DRAINAGE FLOW SYSTEM MAY BE DISCHARGED ON THE LOT AT  
THE PROPOSED ELEVATION. THE DISCHARGE SHALL BE TO THE SANITARY  
SEWER SYSTEM. THE DISCHARGE SHALL BE TO THE SANITARY SEWER  
SYSTEM. THE DISCHARGE SHALL BE TO THE SANITARY SEWER SYSTEM.  
17. SPECIAL PRECAUTIONS TO BE TAKEN THAT THE ELEVATIONS SHALL BE  
THE ELEVATIONS OF THE SANITARY SEWER SYSTEM.

# PLAT OF SECTION LINE SURVEY

FOR  
SECTION 29 & 32, TOWN 2, RANGE 4  
CONGRESS LANDS WEST OF MIAMI RIVER  
MADISON TOWNSHIP  
BUTLER COUNTY, OHIO



MATCH LINE BELOW

MATCH LINE ABOVE

## REFERENCE DOCUMENTS:

- MAPS AND DESCRIPTIVE FIELD NOTES OF BUTLER COUNTY, OHIO, JAMES MCGRIDE HAMILTON, COPIED FROM THE RECORDS OF THE PUBLIC SURVEYS IN SURVEYOR GENERAL'S OFFICE OF CINCINNATI.
- BUTLER COUNTY SURVEY BOOK 1 PAGE 51
- BUREAU OF LAND MANAGEMENT
- 1950 BUTLER COUNTY TAX PLAT BOOK PAGE 31
- ALL OTHER REFERENCED SURVEYS ARE SHOWN ON PLAT.
- SECTION LINE SURVEY REPORT FOR SECTION 29 AND SECTION 32 IS RECORDED IN MISC. RECORD BOOK — PAGE —

## BEARING BASIS:

OHIO STATE PLAT COORDINATES

## MONUMENT LEGEND:

- EXISTING CONCRETE MONUMENT
- IRON PIN FOUND
- IRON PIN FOUND W/ ID CAP
- NAIL FOUND
- P.K. NAIL SET
- STONE MONUMENT FOUND

I HEREBY CERTIFY THAT THE ACCOMPANYING PLAT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH CHAPTER 4733-37 OF THE OHIO ADMINISTRATION CODE.

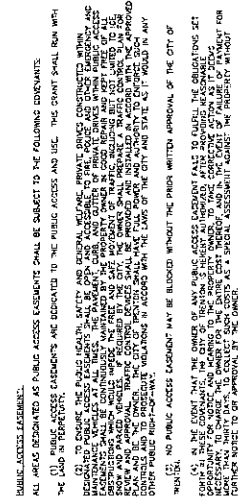
SEBASTIAN J. WILKENS REG.#7219 DATE  
BUTLER COUNTY ENGINEER

SEAL

BUTLER COUNTY ENGINEERS OFFICE 1921 FAIRGROVE AVE HAMILTON OHIO 45001	PLAT OF SURVEY FOR COMMON PLEAS COURT CASE NO. CV2020-02 0391	SCALE 1"=200'
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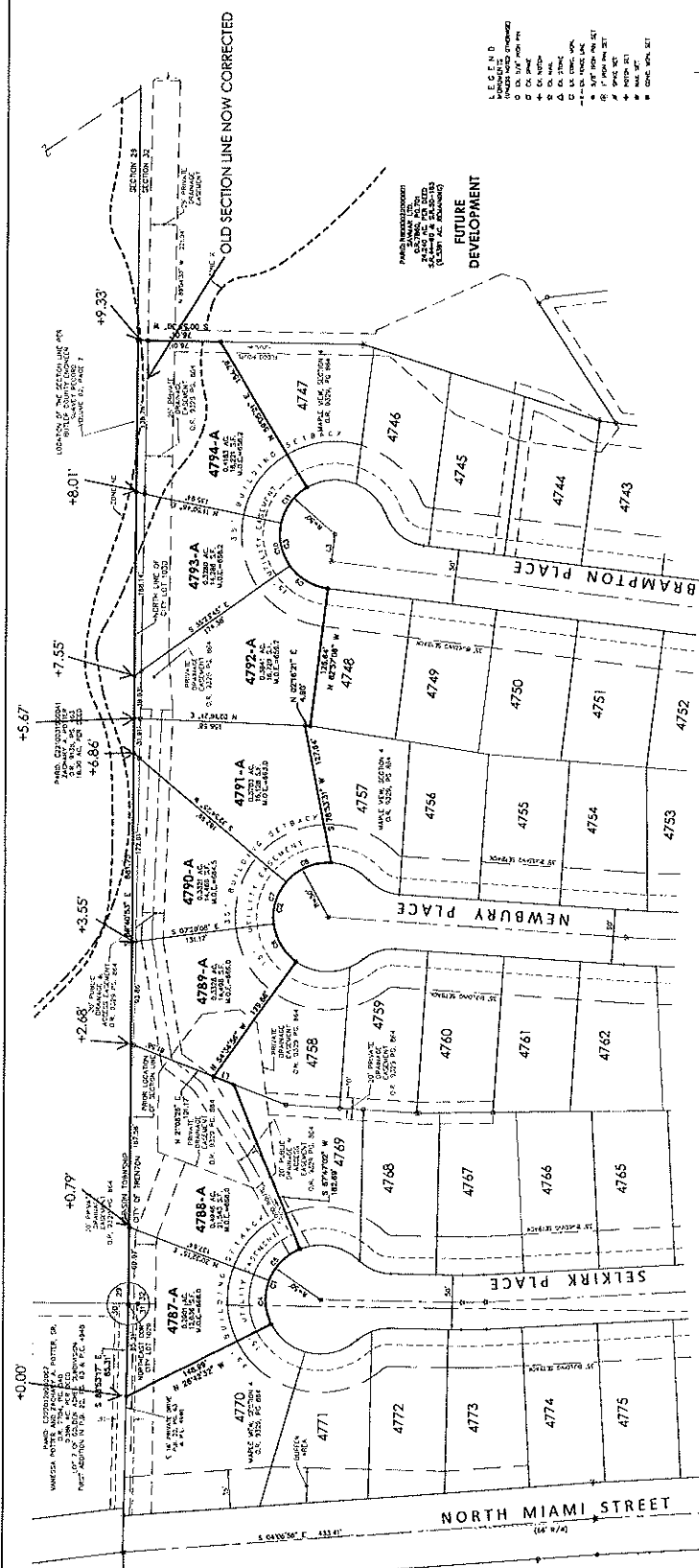
[illegible]

PLAT ENVELOPE 9362, PAGE 1714-1715  
PART OF LOT 1029, PART OF LOT 1030  
SECTIONS 31 & 32, TOWN 2, RANGE 4,  
CONGRESS LANDS WEST OF THE MIAMI RIVER  
CITY OF TRENTON  
BUTLER COUNTY, OHIO



## TOTAL LINEAR FOOTAGE OF STREETS = 0.00.

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NOTES:  
CREATE BASE OF THE LOCATION OF SECTION LINE BY THE OUTER

LOT	LOT ACREAGE		TOTAL
	GR-25A	ADDITIONAL	
4757	0.2825 AC.	0.0006 AC.	0.2831 AC.
4758	0.2523 AC.	0.0046 AC.	0.2569 AC.
4759	0.2523 AC.	0.0046 AC.	0.2569 AC.
4760	0.1168 AC.	0.0172 AC.	0.1340 AC.
4761	0.3850 AC.	0.0047 AC.	0.3897 AC.
4762	0.3515 AC.	0.0048 AC.	0.3563 AC.
4763	0.3515 AC.	0.0048 AC.	0.3563 AC.
4764	0.3515 AC.	0.0048 AC.	0.3563 AC.
4765	0.3515 AC.	0.0048 AC.	0.3563 AC.

MAPLE VIEW  
SECTION 4-B REPLAT

A RE-PLAT OF  
SECTION 4-BSECTION 4-8  
PLAT ENVELOPE 936Z, PAGE 1714-1715

PART OF LOT 1029, PART OF LOT 1030  
SECTIONS 31 & 32, TOWN 2, RANGE 4,  
CONGRESS LANDS WEST OF THE MIAMI RIVER  
CITY OF TRENTON  
BUTLER COUNTY, OHIO

[illegible]

DATA TABLE					
Run #	RADIUS	LENGTH	OD LENGTH	OD BEARING	SLTA
0	25.00	85.45	71.43	N87°19'W	06°42.35
1	25.00	107.82	90.58	N87°19'W	06°42.35
2	25.00	123.85	94.58	N87°19'W	11°32.26
3	25.00	141.32	98.58	N87°19'W	16°22.26
4	25.00	157.35	102.57	N87°19'W	21°12.26
5	25.00	173.38	106.57	N87°19'W	26°02.26
6	25.00	189.40	110.57	N87°19'W	30°52.26
7	25.00	205.43	114.58	N87°19'W	35°42.26
8	25.00	221.45	118.58	N87°19'W	40°32.26
9	25.00	237.48	122.57	N87°19'W	45°22.26
10	25.00	253.50	126.57	N87°19'W	50°12.26
11	25.00	269.53	130.57	N87°19'W	55°02.26
12	25.00	285.55	134.57	N87°19'W	59°52.26
13	25.00	301.58	138.57	N87°19'W	64°42.26
14	25.00	317.60	142.57	N87°19'W	69°32.26
15	25.00	333.63	146.57	N87°19'W	74°22.26
16	25.00	349.65	150.57	N87°19'W	79°12.26
17	25.00	365.68	154.57	N87°19'W	84°02.26
18	25.00	381.70	158.57	N87°19'W	88°52.26
19	25.00	397.73	162.57	N87°19'W	93°42.26
20	25.00	413.75	166.57	N87°19'W	98°32.26
21	25.00	429.78	170.57	N87°19'W	103°22.26
22	25.00	445.80	174.57	N87°19'W	108°12.26
23	25.00	461.83	178.57	N87°19'W	113°02.26
24	25.00	477.85	182.57	N87°19'W	117°52.26
25	25.00	493.88	186.57	N87°19'W	122°42.26
26	25.00	509.90	190.57	N87°19'W	127°32.26
27	25.00	525.93	194.57	N87°19'W	132°22.26
28	25.00	541.95	198.57	N87°19'W	137°12.26
29	25.00	557.98	202.57	N87°19'W	142°02.26
30	25.00	574.00	206.57	N87°19'W	146°52.26
31	25.00	590.03	210.57	N87°19'W	151°42.26
32	25.00	606.05	214.57	N87°19'W	156°32.26
33	25.00	622.08	218.57	N87°19'W	161°22.26
34	25.00	638.10	222.57	N87°19'W	166°12.26
35	25.00	654.13	226.57	N87°19'W	171°02.26
36	25.00	670.15	230.57	N87°19'W	175°52.26
37	25.00	686.18	234.57	N87°19'W	180°42.26
38	25.00	702.20	238.57	N87°19'W	185°32.26
39	25.00	718.23	242.57	N87°19'W	190°22.26
40	25.00	734.25	246.57	N87°19'W	195°12.26
41	25.00	750.28	250.57	N87°19'W	200°02.26
42	25.00	766.30	254.57	N87°19'W	204°52.26
43	25.00	782.33	258.57	N87°19'W	209°42.26
44	25.00	798.35	262.57	N87°19'W	214°32.26
45	25.00	814.38	266.57	N87°19'W	219°22.26
46	25.00	830.40	270.57	N87°19'W	224°12.26
47	25.00	846.43	274.57	N87°19'W	229°02.26
48	25.00	862.45	278.57	N87°19'W	233°52.26
49	25.00	878.48	282.57	N87°19'W	238°42.26
50	25.00	894.50	286.57	N87°19'W	243°32.26
51	25.00	910.53	290.57	N87°19'W	248°2

LINE ITEM		
LINE	DESCRIPTION	LENGTH
1.1	5000000000	10.00
1.2	5000000000	20.00
1.3	5000000000	277.87
1.4	5000000000	80.00
1.5	5000000000	50.00
1.6	5000000000	50.00
1.7	5000000000	50.00
1.8	5000000000	50.00
1.9	5000000000	50.00
1.10	5000000000	50.00
1.11	5000000000	50.00
1.12	5000000000	50.00
1.13	5000000000	50.00
1.14	5000000000	50.00
1.15	5000000000	50.00
1.16	5000000000	50.00
1.17	5000000000	50.00
1.18	5000000000	50.00
1.19	5000000000	50.00
1.20	5000000000	50.00
1.21	5000000000	50.00
1.22	5000000000	50.00
1.23	5000000000	50.00
1.24	5000000000	50.00
1.25	5000000000	50.00
1.26	5000000000	50.00
1.27	5000000000	50.00
1.28	5000000000	50.00
1.29	5000000000	50.00
1.30	5000000000	50.00

## EXHIBIT C

[illegible][illegible]

# MINUTES- PLANNING COMMISSION-SPECIAL MEETING

City of Trenton, Ohio

Date: July 22, 2021

7:00 p.m.

MEETING PLACE: CIVIC HALL - 11 EAST STATE STREET

## ORDER OF BUSINESS

- I.) **CALL MEETING TO ORDER** – Meeting was called to order at 7:00 pm.
- II.) **PLEDGE OF ALLEGIANCE** – Recited.
- III.) **ROLL CALL** – Board Members Ray Nichols, David Schreiber, Michelle Payne, Nicholas Rine and Glen Reid were all present. Also present at the meeting was City Manager Marcos Nichols, Planning and Zoning Administrator Bill Jones, Tamara Ia from SSOE group (site development) and Gustavo Solis from Magnode/Shape Corp.
- VI.) **APPROVAL OF MINUTES** – A motion to approve the minutes of the May 26, 2021 Special Planning Commission meeting minutes by Nicholas Rine, second by Michelle Payne. The motion passed 4 yes and 0 no, Dale Schreiber abstained.

## V.) **NEW BUSINESS** –

- 1. A review of the re-plat of Maplevue Subdivision Section 4B.

Mr. Jones explained that there was a boundary dispute between Maplevue 4B and the north neighbor, Zachary Potter (in Madison Twp). The issue went to court and the court order a survey of the boundary in question called a Section Line. The county completed their work and found the original record plat was incorrect and the Plat of Section Line Survey indicated the correct position of the section line. Mr. Jones went over the current recorded plat as Exhibit A and the Plat of Section Line Survey, exhibit B.

Mr. Jones then went over exhibit C which is the proposed re-plat of Maplevue section 4B and showed how the original section line was no longer used and the true Section Line was established in the drawings. Mr. Jones also pointed out the difference in the size of the lots that were affected by the re-plat.

After no further discussion, Nicholas Rine made a motion to approve the re-plat as presented, second by Michelle Payne. The motion passed 5 yes, 0 no.

- 2. A review of the building and civil plans for Magnode/Shape at 5601 Kennel Rd.

Mr. Jones started out the meeting indicating that Magnode has been in Trenton for 60-70 years. They were acquired by the Shape Corporation out of Grand Haven, Michigan to expand their ability to shape aluminum to a global market. Now they want to expand their Trenton operations in our industrial park buying approximately 50 acres to build a new 320,000 or so square foot building.

Mr. Jones explained a little bit of the history of the land being used for the expansion. He showed where Trenton annexed approximately 200 acres of land from Madison Township, how 50 acres or so of that land was split and then sold to the Shape Corporation.

Mr. Jones went over the Overall Civil Site Plan showing where the building was located on the lot, employee parking, truck traffic travel routes, loading bays, storm water retention basins and landscaping.

Tamara Ia from SSOE made a presentation about the outside of the building explain the different type of materials and glass used on the building. The majority of the building will be decorative insulated metal panels and would provide a nice finished look for the building.

Mr. Jones ended the discussion with an exhibit from our City Engineer that he has approved the plans as presented.

After no further discussion, Nicholas Rine made a motion to approve the Civil Plans as presented, second by Michelle Payne. The motion passed 4 yes, 0 no with David Schreiber abstaining.

**VI.) REPORTS BY COMMISSION OR CITY ADMINISTRATORS** – No reports

**VII.) DATE OF NEXT MEETING** – August 16 if needed.

**VIII.) ADJOURNMENT** – Nicholas Rine made a motion to adjourn, second by Michelle Payne. The motion carried a 5 yes, 0 no vote. The meeting was adjourned at 7:37 PM.



**ORDINANCE NO. XX-2021**

**AN ORDINANCE TO ACCEPT, MODIFY, OR REJECT THE FINAL REPLAT (Record Plat) FOR MAPLE VIEW SECTION 4B FOR PART OF LOT 1029, PART OF LOT 1030, SECTIONS 31 & 32, TOWN 2, RANGE 4, CONGRESS LANDS WEST OF THE MIAMI RIVER, CITY OF TRENTON, BUTLER COUNTY, OHIO, AND DECLARING AN EMERGENCY.**

WHEREAS, on July 22, 2021 the Trenton Planning Commission reviewed the conformance of the Final Replat for Maple View 4B and made a recommendation to City Council for approval of the Replat as presented.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TRENTON, STATE OF OHIO:

Section 1. That the final Replat for Maple View, Section 4B being part of lot 1029 and lot 1030, sections 31 and 32, as attached be approved.

Section 2. This Ordinance being necessary for the preservation of the welfare of citizens of Trenton, Ohio, this Ordinance shall become effective immediately upon its passage by Council.

PASSED \_\_\_\_\_  
AYES \_\_\_\_\_ NAYS \_\_\_\_\_  
ABSENT \_\_\_\_\_  
First Reading \_\_\_\_\_  
Second Reading \_\_\_\_\_  
Third Reading \_\_\_\_\_  
ATTEST:

Calvin Woodrey/s/ \_\_\_\_\_  
Mayor  
Rules Suspended \_\_\_\_\_  
AYES \_\_\_\_\_ NAYS \_\_\_\_\_  
ABSENT \_\_\_\_\_

Laura Daley/s/ \_\_\_\_\_  
CLERK OF COUNCIL

**CERTIFICATION**

I, the undersigned Clerk of Council of the City of Trenton, Ohio hereby certify on this     day of  
, 2021 that the above Ordinance is a true and correct copy as passed by the Council of the City of  
Trenton and that at least a majority of the elected members voted in the affirmative on said motion.

\_\_\_\_\_  
Clerk of Council